

FOREIGN EXCEPTIONS PACKAGES

Individuals who have immediate family members or other persons who are dual/non- U.S. citizens to whom the individual is bound by affection or obligation may be eligible for access to SCI and other controlled access program information as a result of a waiver to ICD 704 personnel security standards and subject to conditional requirements for access to SCI. A waiver is access granted or continued despite the presence of substantial issue information that would normally preclude access. Waivers are only approved when the benefits of access clearly outweigh the security concern. Waivers may require prescribed limitations on access, such as a conditional with additional security monitoring. In such cases, additional personnel security and/or counterintelligence (CI) evaluation may be required.

When a member reports a foreign contact, utilize Appendix A of ICD 704 to determine the tier of the country. Appendix A can only be found on SIPR or JWICS.

Low Tier: Foreign Contact must be reported using:

- Foreign Association Statement of Personal History (FASPH)
- Citizenship Verification
- Foreign Contact Interview (FCI)

Command SSOs must upload the forms into DISS and keep a copy in the personnel's local files.

Medium Tier: Foreign Contact must be reported using:

- Intelligence Risk Assessment (IRA)
- Statement of SCI Requirements (SOSR)
- Foreign Association Statement of Personal History (FASPH)
- Citizenship Verification
- Individual Acknowledgement Statement (IAS)
- Foreign Contact Interview (FCI)
- Foreign Born Spouse-Statement of Personal History (FBS-SPH)
- Counterintelligence Scope Polygraph (CSP) Consent Form

Command SSOs must ensure all forms are completed correctly and package will be submitted to RCSA Yokosuka for review/forwarding to SSO Navy HQ. SSO Navy HQ will issue approval/disapproval and once that is received, command SSO will upload the package along with approval/disapproval into DISS as an Incident Report. Command SSOs must also keep a copy of the package and approval/disapproval in the personnel's local files.

High Tier: Foreign Contact must be reported using

- Intelligence Risk Assessment (IRA)
- Statement of SCI Requirements (SOSR)
- Foreign Association Statement of Personal History (FASPH)
- Citizenship Verification
- Individual Acknowledgement Statement (IAS)
- Foreign Contact Interview (FCI)
- Foreign Born Spouse-Statement of Personal History (FBS-SPH)
- Counterintelligence Scope Polygraph (CSP) Consent Form
- Counterintelligence Interview conducted by NCIS

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Forms:

Intelligence Risk Assessment (IRA): must be on command letterhead and signed by CO/SIO

Statement of SCI Requirements (SOSR): must be on command letterhead and signed by CO/SIO

Foreign Association Statement of Personal History (FASPH): must be completed by the member about the members contacts

Citizenship Verification: must be completed by command SSO

Individual Acknowledgement Statement (IAS): must be completed by member

Foreign Contact Interview (FCI): must be completed by member

Foreign Born Spouse-Statement of Personal History (FBS-SPH): must be completed with foreign contacts information/contacts

Counterintelligence Scope Polygraph (CSP) Consent Form: must be completed by member

Counterintelligence Interview (conducted by NCIS): must be scheduled by command SSO

**** For Medium and High Tier packages, the member will NOT be read into SCI without approval from SSO Navy HQ. ****

Ensure you are using the correct and updated version of all forms prior to completing the package. All documents can be found on the SSO Navy Share Point.