## FOREIGN CONTACT WORKSHEET

Authority: 5 U.S.C. 301, Departmental Regulations; National Security Act of 1947, as amended, 50 U.S.C. 401, et.seq.; E.O. 9397 (SSN); E.O. 12333; DoD 5240.1-R, Procedures Governing the Activities of DoD Intelligence Components That Affect United States Persons

Purpose(s): Information is used to assign, categorize and administratively track foreign travel, contacts, and incidents or concerns; monitor, analyze, and track counterintelligence activities; prepare and

pursue investigations involving counterintelligence activities; and to collect data regarding unusual or suspicious events at or near agency facilities. Routine uses: In addition to the statutory disclosures permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records may specifically be disclosed outside the agency as a routine use pursuant to 5 U.S.C. 552a(b)(3). Disclosures may be pursuant to DoD `Blanket Routines Uses' published in the Federal Register at the beginning of the agency compilation of systems of records notices. Disclosures: Disclosure of information is voluntary; however, failure to provide complete information may delay processing of the form. Falls under B-RCS-700-03 for records retention.

Employee Information								
SSN (last 4):		First Nam	e:			Li	ast Nam	ie:
Foreign Contact Details								
Previously Rep	orted:	Yes	No	Antici	oated Conta	oct		
Cessation of Contact:		Yes	No	Travel	Companio	า		
USG Official Business:		Yes	No					
Reason for Contact:								
Name – First:					Middle:		Last:	
Alias:					Sex:			
Birthdate Known:								
Birth Country:						Birth City:		
Surname Telecode(s):								
Given Name Teleco	de(s):							

Citizenship(s)

Relationship

Other Relationship:	
Relative Type:	

Foreign Contact Address				
Street Line 1:				
Street Line 2:				
City:	State/Province:	Postal Code:		
Country:				

Foreign Contact Employer Details					
Employer:		Position:			
Street Line 1:					
Street Line 2:					
City:	State/Province:		Postal Code:		
Country:					

## FOREIGN CONTACT WORKSHEET

Contact Details					
Frequency:		Did you exchange contact info:	Yes	No	
Contact Methods:					
Other Details: Enter any additional details and/or relationship changes regarding this contact (Required if 'Other' Contact Method is selected)					

	First Contact	
Any method of co Media etc).	ontact (i.e In-person, Phone, Email, Social	
Date:		
City:		
State/Province:		
Country:		

Last Contact				
Any method of contact (i.e In-person, Phone, Email, Social Media etc).				
Date:				
City:				
State/Province:				
Country:				

Contact Information			

## FOREIGN CONTACT WORKSHEET

Security Questions		
Did the foreign national initiate contact?	Yes	No
Details:		1
Are you aware of any known political, military and/or intelligence activities or affiliations by this contact (or their relatives or acquaintances)?	Yes	No
Details:		
Did the foreign contact express an undue interest in you, your employer, or the type of work you do?	Yes	No
Details:		<u>.</u>
Is/was the foreign contact aware of U.S. Government employment, affiliation, and/or clearance status?	Yes	No
Details:		
Did you feel uncomfortable in any sense while in the presence of the foreign national?	Yes	No
Details:		
Did the foreign contact offer to arrange any special treatment for you?	Yes	No
Details:		
Did the foreign contact pay for anything or provide you with any gifts?	Yes	No
Details:		1
Do you have any additional security or counterintelligence concerns regarding the foreign national(s) you reported?	Yes	No
Details:		
Do you have plans for future contact with this foreign contact?	Yes	No
Details:		