



OFFICE OF THE SECRETARY OF DEFENSE

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MEMORANDUM FOR DIRECTORS OF THE DOD COMPONENT AND PRINCIPAL STAFF
ASSISTANT SPECIAL ACCESS PROGRAM CENTRAL OFFICES

SUBJECT: Implementation Guidance – Bridging the Gap to Continuous Evaluation Enrollment
in Support of the Special Access Program Nomination Process

References: (a) DoDM 5205.07-V2, Special Access Program (SAP) Security Manual: Personnel Security, November 24, 2015
(b) OUSD(I) Memorandum, “Department of Defense Guidance for the Implementation of Measures to Reduce the Federal Government’s Background Investigation Inventory in Fiscal Year 2018”, July 27, 2018
(c) OUSD(I) Memorandum, “Extension of Periodic Reinvestigation Timelines to Address the Background Investigation Backlog”, January 17, 2017

In an effort to improve the personal security process for the Department of Defense, the Under Secretary of Defense for Intelligence (USD(I)) is moving to replace the current periodic investigation requirement with a system called Workforce Vetting that blends the Continuous Evaluation (CE) of all personnel with a lesser, tailored, requirements for periodic investigation. Although USD(I) is working aggressively to burn down the backlog of investigations and enroll personnel in Continuous Evaluation, the full transition to Workforce Vetting is not expected until late 2020.

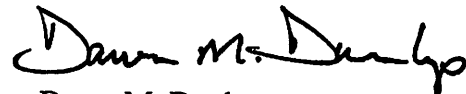
The current investigation backlog has resulted in more than thirty thousand “out-of-scope” investigations for Special Access Program (SAP)-cleared personnel which has placed a strain on operations and security personnel across the Department. This memo provides two methods consistent with USD(I) policy to accelerate SAP access nominations for out-of-scope investigations. The first is enrollment of the individual into CE, and the second is to request an exception to the requirement when submitting the Program Access Request (PAR).

To standardize SAP access nominations for “out-of-scope” personnel, effective immediately, the PAR process is supplemented as follows:

- a) Nominee must have a completed or open investigation recorded in Joint Personnel Adjudication System (JPAS), Scattered Castles (SC) or Defense Information System for Security (DISS) not older than 6 years from date of SAP nomination, or;
- b) If the nominee is enrolled in CE as recorded in DISS:
 - The SAP Personnel Security Official (SPO) will validate CE enrollment on the Program Access Request (PAR) on the date an eligibility determination is rendered and will add the comment, “CE enrollment validated in DISS” in the remarks section of the PAR.

- The SPO will reflect favorable JPAS or SC results in block 25.
- c) If unable to meet either of the requirements listed above, the Requester may seek an exception to the requirement with a Letter of Compelling Need (LOCN) or in block 26 of the PAR.
 - The compelling need should be clearly stated, and sufficient to address risk acceptance of the nominee's out-of-scope condition. The justification will clearly reflect why the nominee is the best or only available fill for the position, specific qualifications required, and the benefit to the program by their access.
 - The Oversight Authority (OA) or Cognizant Authority (CA) SAPCO will acknowledge risk acceptance in block 35 of the PAR.

As a reminder, any initial background investigations or periodic reinvestigations with adverse information will still require formal investigation and adjudication. Please contact DoD SAPCO Security with any questions at (703) 697-1282.



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cc: OUSD(I) CI&S