

# Industrial Security Webinar Series



## ADVERSE INFORMATION REPORTING WORKBOOK



# ADVERSE INFORMATION REPORTING

## Where can I find general reporting requirements?

1. NISPOM paragraph \_\_\_\_\_ tells you that you are required to report certain events that:
  - Have an impact on the status of the facility \_\_\_\_\_.
  - Have an impact on the status of an employee's \_\_\_\_\_ security clearance (PCL).
  - Affect proper \_\_\_\_\_ of classified information.
  - Indicate classified information has been \_\_\_\_\_ or \_\_\_\_\_.

## What about adverse information reporting requirements?

2. NISPOM paragraph \_\_\_\_\_ tells you that when reporting adverse information, reports based on \_\_\_\_\_ or \_\_\_\_\_ should not be made.

Additionally, you still have to report adverse information that you become aware of for \_\_\_\_\_ employees.

## What is Adverse Information?

Information that negatively reflects on the \_\_\_\_\_ or \_\_\_\_\_ of a cleared employee.

Information that suggests one's ability to safeguard classified information may be \_\_\_\_\_.

Information that indicates one's access to classified information clearly may \_\_\_\_\_ be in the best interest of national security



# ADVERSE INFORMATION REPORTING

## What to Report?

- 1. Allegiance to the United States
- 2. Foreign influence
- 3. Foreign preference
- 4. Sexual behavior
- 5. Personal conduct
- 6. Financial considerations
- 7. Emotional, mental, and personality disorders
- 8. Misuse of information technology systems
- 9. Alcohol consumption
- 10. Drug involvement
- 11. Criminal conduct
- 12. Security Violations
- 13. Outside activities

DoD \_\_\_\_\_ Guidelines for Determining eligibility

for \_\_\_\_\_ to Classified Information

## Where to Send Your Reports? (Circle the correct answer)

FBI

CSA-PSMO-I

CSA-IS Rep

GCA

## How to Send Your Reports? (Circle the correct answer)

Mail

EMAIL

FAX

JPAS



# ADVERSE INFORMATION REPORTING

## Two important court cases:

\_\_\_\_\_ vs. Philco

\_\_\_\_\_ vs. Philco

THEY PROTECT YOU!

## How do you ensure your employees make the necessary cultural change?

1. \_\_\_\_\_

2. \_\_\_\_\_

## Impact of NOT Reporting (jot down a few of the ideas):

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# ADVERSE INFORMATION REPORTING

## Helpful Hints!

- 1) Stay \_\_\_\_\_ to your Human Resources Department.
- 2) Submit a report whenever you identify a \_\_\_\_\_ employee.
- 3) Know what is meant by the term \_\_\_\_\_ employee.
- 4) If you have SCI programs, send your report to both your SCI customer and \_\_\_\_\_.
- 5) Submit \_\_\_\_\_ as soon as you become aware.
- 6) When in \_\_\_\_\_, send it \_\_\_\_\_ !

# ADVERSE INFORMATION REPORTING

## Review Activity

Circle all CORRECT answers.

1. Adverse Information reports are not required until an employee's eligibility has been granted in JPAS.
2. Send your reports to your CSA-PSMO-I via JPAS.
3. Foreign influence, criminal conduct, financial consideration, emotional disorders, and alcohol consumption are all types of behavior that should be reported.
4. Once a cleared employee leaves your company, you are no longer responsible for submitting adverse information reports.
5. Submit a report whenever you identify a culpable employee.



# ADVERSE INFORMATION REPORTING

## LINKS FOR FURTHER EXPLORATION:

### To learn more about the Court Cases:

<http://law.justia.com/cases/federal/appellate-courts/F2/372/771/215342/>

For more information on NISPOM reporting requirements, go to the NISPOM Reporting Requirements Course (IS150.16) at:



### ISL 2011-04:

<http://www.dss.mil/documents/facility-clearances/ISL-2011-04.pdf>

### CDSE Webinar Website:

<http://www.cdse.mil/catalog/webinars/index.html>

### Learn@Lunch Questions/Suggestions:

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