A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

A	
Access	The ability and opportunity to obtain knowledge of national security information. An individual may have access to national security information by being in a place where such information is kept, if the security measures that are in force do not prevent the individual from gaining knowledge of such information.
Access National Agency Check with Inquiries (ANACI)	
Activity	DoD unit, organization, or installation performing a function or mission.
Adjudication	The evaluation of pertinent data in a background investigation, as well as any other available information that is relevant and reliable, to determine whether a covered individual is: (1) suitable for government employment; (ii) eligible for logical and physical access; (iii) eligible for access to classified; (iv) eligible to hold a sensitive position; or (v) fit to perform work for or on behalf of the government as a federal employee, contractor, or non-appropriated fund employee (EO 13467, as amended). For the purpose of this BDR, the adjudicative process begins when the agency receives the investigative product from the investigative service provider and continues until the adjudicative determination is made, to include due process and appeal actions.
Adjudication Facility	A facility with assigned adjudicators certified to evaluate PSIs and other relevant information to determine if granting or continuing national security eligibility is clearly consistent with the interests of national security. The DoD consolidated adjudications facility is known as the DoD CAF.
Adjudicative Guidelines	Guidelines established for determining eligibility for access to classified information.
Adjudicator Authority	Adjudicators with the authority to grant, suspend, deny, or revoke SCI eligibility concurrently grant, suspend, deny, or revoke associated collateral eligibility unless the collateral is held by the individual's own organization. Adjudicators with the authority to grant, suspend, deny, or revoke TS eligibility concurrently grant, suspend, deny, or revoke Secret and Confidential eligibility.
Adjudicator Professional Certification (APC)	
Administrative Judge (AJ)	
Agency	Any Executive agency as defined in section 105 of Reference (ay); any Military Department as defined in section 102 of Reference (bd); and any other entity within the Executive Branch that comes into the possession of classified information.

A	
Automated Record Checks (ARC)	A method for requesting, collecting, and validating electronically accessible and adjudicative relevant data using the most efficient and cost-effective technology and means available.

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C	
Case Adjudication Tracking System (CATS)	The DoD system of record for non-IC agencies case management and adjudications.
Classification Information	Official information that has been determined, pursuant to reference (b) or any predecessor order, to require protection against unauthorized disclosure in the interest of national security and which has been so designated. The term includes NSI, RD, and FRD.
Cognizant Security Agency (CSA)	Agencies of the Executive Branch that have been authorized by reference (a) to establish an industrial security program to safeguard classified information under the jurisdiction of those agencies when disclosed or released to U.S. Industry. These agencies are: The Department of Defense, DOE, CIA, and NRC.
Cohabitant	A person with whom an individual resides and shares bonds of affection, obligation, or other commitment, as opposed to a person with whom an individual resides for reasons for convenience (e.g., a roommate).
Collateral Eligibility	Top Secret, Secret, or Confidential levels of eligibility.
Commander	Heads of DoD Components, Defense Agencies, DoD Field Activities, and all other entities within the DoD headed by personnel specifically assigned to command positions within organizations.
Communications Security (COMSEC)	
Conclusive	Serving to settle or decide a question; decisive; convincing. The decision cannot be appealed to a higher authority.
Condition	Access eligibility granted or continued with the provision that one or more additional measures will be required. Such measures include additional security monitoring, restrictions on access, and restrictions on an individual's handling of classified information. (See "Exception.")
Continuous Evaluation (CE)	The process to review the background of an individual who has been determined to be eligible for access to classified information or to hold a sensitive position at any time during the period of eligibility. The Federal Investigative Standards state that CE is required for 5% of

C	
	individuals cleared at the tier five level. CE leverages a set of automated record checks and business rules to assist in the on-going assessment of an individual's continued eligibility (EO 13467, as amended). CE process begins once an initial adjudicative determination is made and continues until the individual is no longer eligible for access to classified information or to hold a sensitive position.
Contractor	Any industrial, educational, commercial, or other entity that has been granted an FCL by a CSA.
Controlled Substance	Any drug, material, or other chemical compound identified and listed in DNI Memorandum ES 2014-00674.
Controlled Unclassified Information (CUI)	Unclassified information requiring safeguarding or dissemination controls, pursuant to and consistent with applicable law, regulations, and Government-wide policies. Some CUI may also be export-controlled or protected by contract. Release or disclosure of CUI to foreign governments or international organizations must be in accordance with Reference (z) and other policy and procedures established by the USD(P). See Volume 4 of this Manual for further information regarding CUI.
Counterintelligence (CI)	Information gathered and activities conducted to identify, deceive, exploit, disrupt, or protect against espionage, other intelligence activities, sabotage, or assassinations conducted for or on behalf of foreign powers, organizations, or persons, or their agents, or international terrorist organizations or activities.
Covered Individual	A person who performs, or who seeks to perform work for or on behalf of the executive branch (e.g., federal employee, military member, or contractor, or otherwise interacts with the executive branch such that the individual must undergo vetting).

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D	
Damage to the National Security	Harm to the national defense or foreign relations of the United States from the unauthorized disclosure of information, taking into consideration such aspects of the information as the sensitivity, value, utility, and provenance of that information.
Defense Counterintelligence and Security Agency (DCSA)	Serves as an Investigative Service Provider, or ISP. It conducts national security investigations for DoD and other federal agencies, works with other federal agencies to determine investigative standards, and maintains inter-agency agreements.
Defense Intelligence Agency (DIA)	
Defense Intelligence System of Security (DISS)	DISS is a secure, end-to-end Information Technology system that reduces the DoD national security eligibility determinations, suitability, and HSPD-12 process cycle

D	
	times by electronically collecting, reviewing, and sharing relevant data among appropriate government agencies
Defense Office of Hearing and Appeals (DOHA)	
Defense Security Service (DSS)	
Department of Defense (DoD)	
Department of Energy (DOE)	
Department of State (DOS)	
Deputy Chief Management Officer of the Department of Defense (DCMO)	
Derogatory Information	Information that reflects on the integrity or character of an individual, or circumstances that suggests that their ability to safeguard national security information may be impaired, that their access to classified or sensitive information clearly may not be in the best interest of national security, or that their activity may be in conflict with the personnel security standards or adjudicative guidelines.
Deviation	Access eligibility granted or continued despite a significant gap in coverage or scope in the supporting background investigation. "Significant gap" for this purpose means either complete lack of coverage for a period of 6 months or more within the most recent 5 years investigated or the lack of an FBI name check or an FBI fingerprint check or the lack of one or more investigative scope requirements in its entirety (e.g., the total absence of local agencies checks within an investigation would constitute a deviation, but the absence of local agencies checks for some but not all places of residence would not constitute a deviation). (see "Exception")
Director of National Intelligence (DNI)	The Security Executive Agent (SecEA) responsible for ensuring reciprocal recognition of national security eligibility among the agencies
DoD Consolidated Adjudications Facility (DoD CAF)	
DoD Human Resources Activity (DoDHRA)	
Due Process	An established administrative process designed to ensure the fair and impartial adjudication of facts and circumstances when an unfavorable national security eligibility determination is being considered. The process is offered to individuals before a final unfavorable determination of national security eligibility is made.

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E	
Electronic Adjudication (e-Adjudication)	Automated Adjudication, also referred to as electronic adjudication.

E	
Electronic Application (e-Application)	A web-based tool for self-reporting biographic details, declarations, clarifications, and mitigating information necessary to conduct investigations. The e-QIP is the current e-application used within DoD.
Electronic Questionnaires for Investigations Processing System (e-QIP)	A secure web-based automated system that facilitates timely and accurate processing of investigation requests to OPM. Agencies authorize applicants to access the system to enter data and documents required for the investigation; the system collects information from the applicant based on the appropriate investigative questionnaire.
Employee	For purposes of the National Insider Threat Policy, "employee" has the meaning provided in section 1.1(e) of E.O. 12968; specifically: a person, other than the President and Vice President, employed by, detailed or assigned to, a department or agency, including members of the Armed Forces; an expert or consultant to a department or agency; an industrial or commercial contractor, licensee, certificate holder, or grantee of a department or agency, including all subcontractors; a personal services contractor; or any other category of person who acts for or on behalf of a department or agency as determined by the appropriate department or agency head.
Exception	An adjudicative decision to grant or continue access eligibility despite a failure to meet adjudicative or investigative standards. For purposes of reciprocity, the presence of an exception permits the gaining organization or program to review the case before assuming security sponsorship and to accept or decline sponsorship based on that review. When accepting sponsorship, the gaining organization or program will ensure that the exception remains a matter of record.
Exceptionally Grave Damage	The capacity to cause extremely serious harm.
Executive Order (E.O.)	

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F	
Federal Investigative Standards (FIS)	Standards for background investigations to determine eligibility for logical and physical access, suitability for Government employment, eligibility for access to classified information, eligibility to hold a sensitive position, and fitness to perform work for or on behalf of the Government as a contractor employee.
Foreign Intelligence Entity	Any known or suspected foreign organization, person, or group (public, private, or governmental) that conducts intelligence activities to acquire U.S. information, block or impair U.S. intelligence collection, influence U.S. policy, or disrupt U.S. systems and programs.
Foreign National	Any person who is not a citizen or national of the United States.

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General or Flag Officer (GO/FO)
General Counsel Department of Defense (GC DoD)

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I	
Illegal Drug	A controlled substance as identified in the Controlled Substances Act but does not include a substance that is legally possessed or used under the supervision of a licensed healthcare professional or that is legally possessed or used under any other authority under that Act or under any other provision of Federal law. A controlled substance included in Schedule I or II, as defined by Section 802(6) of E.O. 12564.
Inestimable Damage	The capacity for harm too severe to be computed or measured.
Inquiry	The initial fact-finding and analysis process to determine the facts of any security incident.
Intelligence Community (IC)	An element or agency of the U.S. Government identified in or designated pursuant to section 3(4) of the National Security Act of 1947, as amended, or section 3.5(h) of Reference.
Investigative Record	The official record of all data obtained on the individual from trusted ISPs, from suitability or security applications and questionnaires, and any investigative activity conducted in accordance with the December 13, 2008 DNI and OPM Memorandum.
Investigative Service Provider (ISP)	A federal agency or federal contract agency that conducts PSIs for the DoD.
Issue Information	Any information that could adversely affect a person's national security eligibility.

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J	
Joint Personnel Adjudication System (JPAS)	The DoD system of record for personnel security adjudication, clearance, verification, and history. The term applies not only to this system but to any successor DoD personnel security system of record. JPAS has two applications. The Joint Adjudication Management System and the Joint Clearance and Access Verification System.

J	
	Joint Adjudication Management System is the application that supports central adjudication facilities personnel and provides capabilities and data such as case management and distribution, adjudication history, due process history, revocations and denial action information. Joint Clearance and Access Verification System is the application that supports command security personnel and provides capabilities and data such as local access record capabilities, debriefings, incident file reports and eligibility data, and security management reports.

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L	
Letter of Denial (LOD)	
Letter of Intent (LOI)	
Letter of Revocation (LOR)	
Limited Access Authorization (LAA)	Authorization for access to confidential or secret information granted to non-U.S. citizens and immigrant aliens, limited to only that information determined releasable by a U.S. Government designated disclosure authority to the country of which the individual is a citizen, in accordance with DoDD 5230.11. Access is necessary for the performance of the individual's assigned duties with the military or a federal agency and is based on favorable adjudication of a 10-year scope SSBI or its equivalent under the FIS.

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M	
Mentally Incompetent	An individual who has been declared mentally incompetent as determined by competency proceedings conducted in a court or administrative agency with proper jurisdiction.
Meritorious Waiver	A determination made by authorized adjudicators that an individual meeting the criteria of the Bond Amendment has sufficiently explained, refuted, or mitigated the potential disqualifiers as to be deemed eligible for access to classified information.
Military Department CI Organizations (MDCO)	

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N
National Agency Check with Law and Credit (NACLC)
North Atlantic Treaty Organization (NATO)

N	
National Geospatial-Intelligence Agency (NGA)	
National Security	The national defense or foreign relations of the United States. National security includes defense against transnational terrorism.
National Security Information	Classified or sensitive information that can cause significant harm to national security.
National Industrial Security Program (NISP)	The program established by DoDM 5200.01 to safeguard Federal Government classified information that is released to contractors, licensees, and grantees of the United States Government as the single, integrated, cohesive industrial security program to protect classified information and to preserve our Nation's economic and technological interests, as governed by U.S. Office of Personnel Management Booklet and E.O. 10865.
National Reconnaissance Office (NRO)	
National Security Duties	Duties performed by individuals working for or, on behalf of, the Federal Government that are concerned with the protection of the United States from foreign aggression or espionage, including development of defense plans or policies, intelligence or CI activities, and related activities concerned with the preservation of the military strength of the United States, including duties that require eligibility for access to classified information in accordance with E.O. 12968.
National Security Eligibility	The status that results from a formal determination by an adjudication facility that a person meets the personnel security requirements for access to classified information or to occupy a national security position or one requiring the performance of national security duties.
National Security Information	Information that has been determined, pursuant to E.O. 13526, to require protection against unauthorized disclosure and is so marked when in documentary form.
Need-to-Know (NTK)	A determination made by a possessor of classified information that a prospective recipient, in the interest of the national security, has a requirement for access to, knowledge of, or possession of the classified information in order to perform tasks or services essential to the fulfillment of an official U.S. Government program. Knowledge of, possession of, or access to, classified information will not be afforded to any individual solely by virtue of the individual's office, position, or security eligibility.

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O
Office of Personnel Management (OPM)
Office of the Under Secretary of Defense for Intelligence (OUSD(I))

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P	
Periodic Reinvestigation (PR)	A national security investigation conducted to update a previously completed investigation on persons holding a national security position or performing national security duties to determine whether that individual continues to meet national security requirements.
Personnel Security Appeal Board (PSAB)	A three-member panel of senior level personnel authorized to make final national security eligibility determinations that have been appealed by subjects of national security investigations.
Personnel Security Investigation (PSI)	Any investigation required for the purpose of determining the eligibility of DoD military and civilian personnel, contractor employees, consultants, and other persons affiliated with the DoD for access to classified information, acceptance or retention in the Military Departments, assignment or retention in sensitive duties, or other designated duties requiring such investigation. It also includes investigations of allegations that arise subsequent to adjudicative action and require resolution to determine an individual's current eligibility for a national security position.
Personnel Security Programs (PSP)	
Phased Periodic Reinvestigation (PPR)	A periodic reinvestigation which excludes select investigative leads when no information of security concern is developed by the required investigative source as prescribed in the Office of Personnel Management Federal Investigative notice No. 05-04. A periodic reinvestigation conducted in phases, in which the key investigative elements yielding the greatest amounts of issue information are conducted first. The second phase of the investigation is run only if issue information results from the first phase.
Public Trust	Positions at the high or moderate risk levels would normally be designated as "Public Trust" positions. Such positions may involve policy making, major program responsibility, public safety and health, law enforcement duties, fiduciary responsibilities or other duties demanding a significant degree of public trust, and positions involving access to or operation or control of financial records, with a significant risk for causing damage or realizing personal gain.

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R	
Referral	Notification of commanders, security officers, and CAFs when relevant, and material derogatory information concerning an individual who has been granted national security eligibility is developed or otherwise becomes available to any DoD element.
Reportable Behavior	Acts by persons with favorable national security eligibility determinations that may not be consistent with the interests of national security.
Restricted Data (RD)	

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S	
Scope	The time period to be covered and the sources of information to be contacted during the prescribed course of a national security investigation.
Security Clearance	A personnel security determination by competent authority that an individual is eligible for access to national security information, under the standards of this manual. Also called a clearance. The individual must have both eligibility and access to have a security clearance. Eligibility is granted by the central adjudication facilities, and the access is granted by the individual agencies.
Security Executive Agent (SecEA)	The DNI is the U.S. Government national authority responsible for developing uniform and consistent policies and procedures to ensure the effective, efficient, and timely completion of national security investigations and adjudications relating to determinations of eligibility for access to classified information or eligibility to hold a sensitive position, as well as other security duties as delineated in E.O. 13467.
Security Incident	An event that may indicate that an organization's systems or data have been compromised or that measures put in place to protect them have failed. In IT, an event is anything that has significance for system hardware or software and an incident is an event that disrupts normal operations.
Security Professional	U.S. Government military or civilian personnel (including but not limited to security managers and special security officers) whose duties involve managing or processing personnel security actions relating to the DoD PSP.
Security Professional Education Development Program (SPēD)	The SPēD Program is part of the DoD initiative to professionalize the security workforce. This initiative is intended to ensure that there is a common set of competencies among security practitioners that promotes interoperability, facilitates professional development and training, and develops a workforce of certified security professionals.
Sensitive Compartmented Information (SCI)	A subset of Classified National Intelligence concerning or derived from intelligence sources, methods, or analytical

S	
	processes, that is required to be protected within formal access control systems established by the Director of National Intelligence.
Sensitive Position	Any position so designated by the head of any department or DoD Component in accordance with E.O. 10450.
Single Scope Background Investigation (SSBI)	
Special Access Program (SAP)	Any program that is established to control access, distribution, and to provide protection for particularly sensitive classified information beyond that normally required for TOP SECRET, SECRET, or CONFIDENTIAL information. A Special Access Program can be created or continued only as authorized by a senior agency official delegated such authority pursuant to reference (b).
SSBI-Periodic Reinvestigation (SSBI-PR)	
Standard Form (SF)	
Standard Form-85 and all other SFs that we talk about. If you have one, you need to have them all.	
Standard Form-86 (SF 86)	The standard form that the DoD uses for most national security background investigations. The automated version of the SF 86 is the e-QIP. As used in this manual, includes SF 86C and related forms.
Statement of Reasons (SOR)	
Submitting Officer Number (SON)	A number that identifies the office that initiates the investigation and is recorded in the appropriate 'Agency Use' block of the investigative form. The SON is issued by OPM after authorization by the Office of the DDI(I&S).
Supporting Counterintelligence Organization	The MDCO, as defined in DoDD 5240.06, supports CI issues involving military and civilian personnel. CI issues involving contractor personnel are referred to the FBI.
System of Record Notice (SORN)	

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TS	Top Secret

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U	
Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L))	
Under Secretary of Defense for Intelligence (USD(I))	
Under Secretary of Defense for Personnel and Readiness (USD(P&R))	
Unfavorable National Security Determination	A denial or revocation of eligibility for access to classified information and or to occupy a sensitive position.
United Service Organizations (USO)	
United States Citizenship and Immigration Service (USCI)	

U	
United States Code (U.S.C.)	

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V	
Valid Passport	A passport that is current (i.e., has not expired and has not been cancelled or revoked).

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W	
Washington Headquarters Services (WHS)	
Wavier	Access eligibility granted or continued despite the presence of substantial issue information that would normally preclude access. "Substantial issue information" for this purpose means information in the individual's history that does not meet the standards of national security adjudicative guidelines in the August 30, 2006 USD(I) Memorandum. DoD Component heads may approve waivers only when the benefit of access clearly outweighs any security concern raised by the shortcoming. A waiver may require special limitations on access, additional security monitoring, and other restrictions beyond normal need-to-know on the person's handling of classified information. (see "exception")
Wounded Warrior Security and Intelligence Internship Program (WWSIIP)	

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