



CDSE

Center for Development
of Security Excellence

Visits and Meetings in the NISP: What's New?

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Visits and Meetings in the NISP: What's New?

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Visits and Meetings

NISPOM Chapter 6



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Chat Question 1

What is a
Classified Visit?



NISPOM Chapter 6

Classified Visits

- Visit requiring access to classified information.
- Lawful and authorized government purpose
- Contractor must determine that visit is necessary
- Contractors must establish procedures to ensure:
 - Positive identification of visitors
 - Appropriate PCL
 - Need-to-know before disclosure of classified information.
 - Visitors only given access to classified information consistent with the purpose of the visit



Need-to-Know Determination

- Responsibility with the individual who will disclose classified information
- Based on:
 - Contractual relationship
 - Assessment that the receiving contractor has a bona fide need to access the information

Visit Authorization

- Host contractor must verify visitor's PCL level
- Verify visitor's PCL by
 - reviewing CSA-designated database
 - Visit authorization letter (VAL) provided by the visitor's employer

Long-Term Visitors

- Temporarily stationed employees must follow host contractor security procedures
- Government personnel assigned to or visiting a contractor facility and engaged in oversight of an acquisition program retain control of their work product



Long-Term Visitors

- Contractor employees at government sites must follow host's security requirements
- Does not relieve the contractor of security oversight of employees who are long-term visitors at government installations

Poll Question



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Meetings

- Conference
- Seminar
- Symposium
- Exhibit
- Convention
- Training course or other such gathering during which classified information is disclosed



Government Sponsorship of Meetings

- Increase security risks
- Classified disclosure at meetings with government purpose may be conducted if meeting is authorized by government agency assuming security jurisdiction
- Government agency must approve security arrangements, announcements, attendees, and the location of the meeting
- Government agency may delegate certain responsibilities to a cleared contractor



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Requests for Authorization.

- Contractors wishing to conduct meetings requiring sponsorship must submit requests to Government Agency with principal interest
- The request for authorization shall include the following information:
 - Explanation of government purpose and why other channels for release of information will not advance those interests
 - Subject of meeting and scope of classified topics to be disclosed
 - Expected dates and location of the meeting.
 - General content of the proposed announcement and/or invitation
 - Identity of any other non-government organization involved and a full description of the type of support it will provide
 - List of any foreign representatives whose attendance at the meeting is proposed.
 - Description of the security arrangements necessary for the meeting

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Location of Meetings

- Classified sessions shall be held only at
 - Federal Government installation or
 - Cleared contractor facility where adequate physical security and procedural controls have been approved
- Authorizing government agency is responsible for evaluating and approving the location



Security Arrangements for Meetings

- Contractor must develop security procedures to be used and obtain authorizing agency's approval
- The security arrangements must provide for the following:
 - Announcements
 - Clearance and Need-to-know
 - Presentations
 - Physical Security

Disclosure Authority at Meetings

- Contractor seeking to disclose classified information at a meeting shall:
 - Obtain prior written authorization for each proposed disclosure of classified information
 - Furnish a copy of disclosure authorization to the government agency sponsoring the meeting
 - Associations are not responsible for ensuring that classified presentations have been approved for disclosure
 - Authority to disclose classified information must be granted by the government agency with jurisdiction over information
 - Each contractor that desires to disclose classified information at a meeting is responsible for requesting and obtaining disclosure approvals

Requests to Attend Classified Meetings.

Before a contractor employee can attend a classified meeting, the contractor shall:

- Provide justification why the employee requires access to classified information,
- Cite the classified contract or GCA program/project involved, and
- Forward information to the authorizing government agency

Poll Question



Updated Course!

Visits and Meetings in the NISP IS105.16

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Students must register for the exam separately in STEPP and will receive credit for the course upon receiving a passing score.

Description: This is an interactive course that covers the rules and procedures for classified visits and meetings for facilities participating in the National Industrial Security Program (NISP). Course content is derived primarily from chapters 6 and 10 of the National Industrial Security Program Operating Manual (NISPOM), DoD 5220.22M. Course lessons cover requirements and procedures that must be completed before sending visitors to contractor facilities, hosting classified visits at contractor facilities, requirements and procedures used for incoming and outgoing foreign visits, North Atlantic Treaty Organization (NATO) visits, and the requirements and procedures used to hold classified meetings at contractor facilities.

Why did we change the course?

- Provides better distinction between Visits and Meetings.
- Updated graphics
- Improved verbiage incorporated “Government System of Record” instead of current systems
- Improved course flow
- Better learning outcome
- Let us know what you think!





How to access the new course?

- Through the CDSE.edu website or
- Directly at:
<https://www.cdse.edu/catalog/elearning/IS105.html>

Questions?



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Contact Us

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Feedback

Before we conclude today's presentation, we hope you'll take a moment to participate in our feedback questionnaire. Your feedback is very helpful to us and is greatly appreciated.

If you have ideas for future webinar topics, you can share these in the questionnaire.

