

**IMPORTANT NOTICE: CHANGES TO PSI SURVEY  
FOR  
FACILITY SECURITY OFFICERS**

**Survey Summary Description (April-May 2008) – The Survey will be broken in to three sections:**

**Section A:**

- 1 • This first section will provide the respondent with the opportunity to review and confirm the Facility Security Officer (FSO) name, CAGE Code of the facility, and FSO email address as shown in DSS records. .

**Section B:**

- 1 • In Section B, the FSO will provide information on what methodology or data source is used to estimate the PSI projections, input the PSI requirements projections for FY09-11, and then input trustworthiness projections for FY09-11.
- 2 • A key difference between this Survey and previous years is that the user will be providing PSI requirements projections for each DoD component and/or each Non-DoD component (as per NISPOM paragraph 1-103b) that is requiring the PSI for clearance.
  - 0 o To do this, the user will be selecting from lists of the DoD Components or Non-DoD Components. For each Component selected, the FSO will be directed to separate tables to provide PSI projections for fiscal years 2009-2011.
  - 1 o For each fiscal year the FSO will be asked to provide numbers for Single-Scope Background Investigation (Top Secret and Secret), SSBI Periodic Re-investigation, NACLIC (Secret), NACLIC (Secret) Periodic Re-investigation, NACLIC (Confidential), and NACLIC (Confidential) Periodic Re-investigation.

**Section C Description:**

This final section of the Survey will provide the user with an opportunity to input general comments or comments for a specific fiscal year. Classified information is not to be submitted through the survey tool.

**Below are some examples of what the user will see as they complete the Survey.**

*Example of Methodology / Data Source question from Section B:*

**SECTION B-1 - METHODOLOGY / DATA SOURCE What methodology / data sources did you use to determine your PSI projections?**

Select all that apply:

Other (you will be able to provide narrative explanation)

Average over a 3 year period

Average over a 5 year period

Current contracts requiring cleared personnel

Projected contracts requiring cleared personnel

Historical business data for this company

Projected or Strategic business plan data for this company

Human Resources / Personnel data Statistical Modeling

## **Section B Description Extract from the Survey:**

***--For each DoD or Non-DoD Component you select, you will then be directed to separate tables to provide PSI projections for fiscal years 2009-2011. For each fiscal year you will be asked to provide numbers for Single-Scope Background Investigation (Top Secret and Secret), SSBI Periodic Re-investigation, NACLCL (Secret), NACLCL (Secret) Periodic Re-investigation, NACLCL (Confidential), and NACLCL (Confidential) Periodic Re-investigation.***

--If you have an employee who works under multiple cleared contracts who will require a PSI, you should only count them once and toward their primary contracting activity (either DoD or Non-DoD Component) or the one for which the individual provides the preponderance of their efforts for your projections (either DoD or Non-DoD Component). Do not count double count.

--If you have PSI requirements for clearances from any subordinate agencies or activities of these Components, you will select the ultimate governing Component from this list (i.e. If requirement is from Air Force Systems Command, select Air Force; or, if requirement is from the FBI, select Dept of Justice)

### **DoD Components List:**

U.S. Air Force  
U.S. Army  
U.S. Marine Corps  
U.S. Navy  
DARPA - Def Advanced Research Projects Agency  
DCAA - Def Contract Audit Agency  
DCMA - Def Contract Management Agency  
DIA - Def Intelligence Agency  
DISA - Def Information Systems Agency  
DLA - Def Logistics Agency  
DSCA - Def Security Cooperation Agency  
DSS - Def Security Service  
DTRA - Def Threat Reduction Agency  
MDA - Missile Defense Agency  
NATO - North Atlantic Treaty Organization  
NGA - National Geospatial Intelligence Agency  
NSA - National Security Agency  
OSD - Office of the Secretary of Defense  
Other DoD

### **Non-DoD Components List (NISPOM paragraph 1-103b):**

Dept of Agriculture  
Dept of Commerce  
Dept of Education  
Dept of Health and Human Services  
Dept of Homeland Security  
Dept of Interior  
Dept of Justice  
Dept of Labor  
Dept of State  
Dept of Transportation  
Dept of Treasury

Environmental Protection Agency  
 Federal Communications Commission  
 Federal Reserve System  
 Foreign Government  
 Government Accountability Office  
 General Services Administration  
 NASA  
 Nuclear Regulatory Commission  
 National Science Foundation  
 Small Business Administration  
 U.S. Agency for International Development  
 U.S. International Trade Commission  
 U.S. Trade Representative

**Example of a DoD Input Table from Section B:**

**SECTION B-3 - DOD COMPONENT DATA INPUT - AIR FORCE** Based on the DoD components you previously selected, you will now be given a table to input your best numeric PSI requirements estimate for each one by investigation type for fiscal years 2009, 2010 and 2011.

| <b>AIR FORCE</b> | <b>Single-Scope Background Investigation (Top Secret / Secret)</b> | <b>SSBI Periodic Reinvestigation</b> | <b>NACLC (Secret)</b> | <b>NACLC (Secret) Periodic Reinvestigation</b> | <b>NACLC (Confidential)</b> | <b>NACLC (Confidential) Periodic Reinvestigation</b> |
|------------------|--|--------------------------------------|-----------------------|--|-----------------------------|--|
| 2009             | <input type="text"/>   | <input type="text"/>                 | <input type="text"/>  | <input type="text"/>                           | <input type="text"/>        | <input type="text"/>                                 |
| 2010             | <input type="text"/>   | <input type="text"/>                 | <input type="text"/>  | <input type="text"/>                           | <input type="text"/>        | <input type="text"/>                                 |
| 2011             | <input type="text"/>   | <input type="text"/>                 | <input type="text"/>  | <input type="text"/>                           | <input type="text"/>        | <input type="text"/>                                 |

*If the survey will not let you proceed, check to ensure that you have input at least the number zero in each field of a table.*

**Example of a Non-DoD Input Table from Section B:**

**SECTION B-6 - NON-DOD COMPONENT DATA INPUT - DEPT OF JUSTICE** Based on the Non-DoD components you previously selected, you will now be given a table to input your best numeric PSI requirements estimate for each one by investigation type for fiscal years 2009, 2010 and 2011.

| <b>DOJ</b> | <b>Single-Scope Background Investigation (Top Secret / Secret)</b> | <b>SSBI Periodic Reinvestigation</b> | <b>NACLC (Secret)</b> | <b>NACLC (Secret) Periodic Reinvestigation</b> | <b>NACLC (Confidential)</b> | <b>NACLC (Confidential) Periodic Reinvestigation</b> |
|------------|--|--------------------------------------|-----------------------|--|-----------------------------|--|
| 2009       | <input type="text"/>   | <input type="text"/>                 | <input type="text"/>  | <input type="text"/>                           | <input type="text"/>        | <input type="text"/>                                 |
| 2010       | <input type="text"/>   | <input type="text"/>                 | <input type="text"/>  | <input type="text"/>                           | <input type="text"/>        | <input type="text"/>                                 |
| 2011       | <input type="text"/>   | <input type="text"/>                 | <input type="text"/>  | <input type="text"/>                           | <input type="text"/>        | <input type="text"/>                                 |

*If the survey will not let you proceed, check to ensure that you have input at least the number zero in each field of a table.*

***Example of the Trustworthiness Input Table from Section B:***

**SECTION B-9 - TRUSTWORTHINESS:**

Please list your projections by year and type for Trustworthiness Investigations that are not for security clearances and required for DoD activities only. Trustworthiness Investigations refer to sensitive positions that do NOT require a personnel security clearance (PCL). For the purpose of this survey, do not report investigations for HSPD-12 requirements.

These trustworthiness investigation positions can require different types/scopes of investigations (SSBI, NACLIC, or NAC - all not for a personnel security clearance). Examples would include ADP I, II and III; now referred to as IT Level I, II, and III Positions. (Note: there are complete grid lines in the survey tables in the online survey.)

|      | SSBI (Not for PCL)   | NACLIC (Not for PCL) | NAC (Not for PCL)    |
|------|----------------------|----------------------|----------------------|
| 2009 | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 2010 | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 2011 | <input type="text"/> | <input type="text"/> | <input type="text"/> |

***If the survey will not let you proceed, check to ensure that you have input at least the number zero in each field.***

***Example of Comments Page from Section C:***

**Section C: Comments** The comment section is free form text. You may add optional comments in general about the survey and/or regarding a particular fiscal year. **Do not submit classified information.** If you feel it is essential to pass along any classified information pertaining to this survey please contact your Defense Security Service Industrial Security Representative to resolve how to submit such information.