

## Submit Message for External User

UNCLASSIFIED // FOUO

### New Facility Messaging

Basic Information

Sender Full Name: Daniel Moore (FSO)

Sender Role: Facility Security Officer (FSO)

Facility Profile: PC0005 - Prime Contractor Company Inc.

Date Sent: [Calendar Icon]

Message Type: General

Message \*

Status: Message Not Sent

Attachment 1: + Select a File

Attachment 2: + Select a File

Attachment 3: + Select a File

Attachment 4: + Select a File

Attachment 5: + Select a File

Send Message Cancel

Activate Windows  
Go to Settings to activate Windows.

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### New Facility Messaging

Basic Information

Sender Full Name: Daniel Moore (FSO)

Sender Role: Facility Security Officer (FSO)

Facility Profile: PC0005 - Prime Contractor Company Inc.

Date Sent: [Calendar Icon]

Message Type: General

- General
- Security Violation
- Suspicious Contact Report
- FOCI Annual Certification

Status: Message Not Sent

Attachment 1: + Select a File

Attachment 2: + Select a File

Attachment 3: + Select a File

Attachment 4: + Select a File

Attachment 5: + Select a File

Send Message Cancel

Activate Windows  
Go to Settings to activate Windows.

# Submit Message for Internal User

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## New Facility Messaging

Basic Information

Select Recipient Type  
 Message to Internal User  Message to Security Staff

Sender Full Name  
**John Appleseed (ISR)**

Sender Role  
**Industrial Security Representative (ISR)**

Facility Profile  
[Searchable Field]

Date Sent  
[Calendar Icon]

Message Subject  
[Text Field]

Message \*  
[Text Area]

Internal Recipient  
[Searchable Field]

Status  
Message Not Sent

Attachment 1  
+ Select a File

Attachment 2  
+ Select a File

Attachment 3  
+ Select a File

Attachment 4  
+ Select a File

Attachment 5  
+ Select a File

Activate Windows  
Go to Settings to activate Windows

Send Message Cancel