

**PROGRAM ACCESS REQUEST**

**PRIVACY ACT STATEMENT**

**AUTHORITY:** 5 U.S.C. §7311; DoD 5200.2-R; and E.O. 9397.

**PRINCIPAL PURPOSE(S):** To obtain identity and security clearance/investigation status information for managing employee access to special access program (SAP) information.

**ROUTINE USE(S):** None.

**DISCLOSURE:** Voluntary; however, failure to provide the requested information may delay processing or result in your being declared ineligible for access to SAP information.

1. PROGRAM NAME		2. ACCESS LEVEL		3. BILLET POSITION <input type="checkbox"/> YES <input type="checkbox"/> NO BILLET NUMBER:		
4. NAME (Last, First, Middle Initial)		5. RANK/GRADE		6. SSN		
7. DATE OF BIRTH (YYYYMMDD)	8. STATE/COUNTRY OF BIRTH	9. STATUS (X one) <input type="checkbox"/> MILITARY <input type="checkbox"/> CIVILIAN <input type="checkbox"/> CONTRACTOR		10. DATE NEEDED (YYYYMMDD)		
11. POSITION DESCRIPTION/JOB TITLE			12. POSITION TYPE (X one) <input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME		TEMPORARY (Period of access:)	
13. ORGANIZATION/COMPANY NAME		14. ASSIGNMENT/JOB LOCATION (City and State)		15. COMMAND/FACILITY ID CODE		
16. SECURITY CLEARANCE	17. GRANTED BY	18. DATE GRANTED	19. INVESTIGATION TYPE	20. CONDUCTED BY	21. DATE COMPLETED	
22. SECURITY INVESTIGATION STATUS (X one) <input type="checkbox"/> IN PROGRESS <input type="checkbox"/> NOT STARTED (See Remarks) <input type="checkbox"/> CURRENT			23. CENTRAL ADJUDICATION REVIEW (When required) CONDUCTED BY:		<input type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR	
24. JUSTIFICATION ( _____ ) (Include the percentage of time to be spent supporting the program. Continue on separate sheet if necessary.) <i>(Classification)</i>						
25. REQUESTOR (Functional Manager)						
a. TYPED NAME/TITLE/ORGANIZATION		b. SIGNATURE		c. <input type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR	d. DATE (YYYYMMDD)	
26. ACTIVITY SECURITY MANAGER (Government or Contractor)						
a. TYPED NAME/TITLE/ORGANIZATION		b. SIGNATURE		c. <input type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR	d. DATE (YYYYMMDD)	
27. GOVERNMENT/CONTRACTOR PROGRAM MANAGER						
a. TYPED NAME/TITLE/ORGANIZATION		b. SIGNATURE		c. <input type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR	d. DATE (YYYYMMDD)	
28. ADDITIONAL COORDINATION (As required by the specific program)						
a. TYPED NAME/TITLE/ORGANIZATION (1)		b. SIGNATURE		c. <input type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR	d. DATE (YYYYMMDD)	
(2)				<input type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR		
(3)				<input type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR		
29. PSO						
a. TYPED NAME/TITLE/ORGANIZATION		b. SIGNATURE	c. DCII (OK or Referred to CAO on YYYYMMDD)	d. <input type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR	e. DATE (YYYYMMDD)	
30. FINAL APPROVAL AUTHORITY						
a. TYPED NAME/TITLE/ORGANIZATION		b. SIGNATURE		c. <input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED	d. DATE (YYYYMMDD)	
31. REMARKS/RESTRICTIONS (Continue on separate sheet if necessary)				32. ATTACHMENTS		
				a. STANDARD FORM 86	NOT REQ	ATTACHED
				b. LOCAL FILES CHECK (DCII)		
				c. FOREIGN ASSOCIATION QUESTIONNAIRE		
				d. OTHER (LOC)		
				e. DERIVED FROM:		
f. DECLASSIFY ON:						