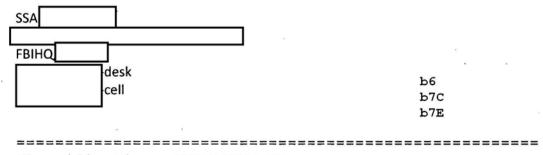
b6	
L7	,

(CD) (FBI) CD) (FBI) From: Wednesday, January 11, 2012 9:12 AM Sent: To: CD)(FBI): (CD) (FBI): GEORGACOPOULOS, PETER (CD) (FBI): ARENA, ANDREW G. (DE) (FBI): LAMKIN, BRIAN D. (AT) (FBI) Cc: (AT)(FBI);(DE) (FBI); CD) (FBI) Subject: Miami NSHEAB TR#... Classification: UNCLASSIFIED All, We have a TR# for the Miami NSHEAB: has been issued for the following approved event request: **Program: Training** b7E Subprogram: **Conversion Code:**

Event Name: National Security Higher Education Advisory Board

Event Date: 02/15/2012 to 02/16/2012

Event Description: This is a scheduled meeting of the National Security Higher Education Advisory Board, which consists of 25 presidents and chancellors from top research universities across the United States. The aim of this iteration is to foster understanding and cooperation on issues including academic culture, academic freedom, and investigative collaboration., To produce more clarity and conversation between the FBI and academia on foreign students To produce more clarity and conversation between the FBI and academia visitors and visa issues concerning foreign students and visitors To produce more clarity and conversation between the FBI and academia on technology, its proliferation and plusses and minuses for colleges and universities and their campuses both domestically and abroad To produce more clarity and conversation between the FBI and academia on intellectual property export issues To produce more clarity and conversation between the FBI and academia on other missions and mandates related to national security, including, but not limited to, counterintelligence, counterterrorism, and cyber. This particular event will directly address both a long-stated NSHEAB desire and will foster existing relationships both inside and outside of the government. Since examination of the mechanics and policy surrounding the visa system is an ongoing NSHEAB area of focus, and as executive level commitment to attend from both DHS and the FBI has been given, not having this event at this specific venue will have a vitiating effect on the FBI's and CD's ability to maintain and grow an academic outreach effort that has taken significant time to establish.



Classification: UNCLASSIFIED

From: Sent: To:

Subject:

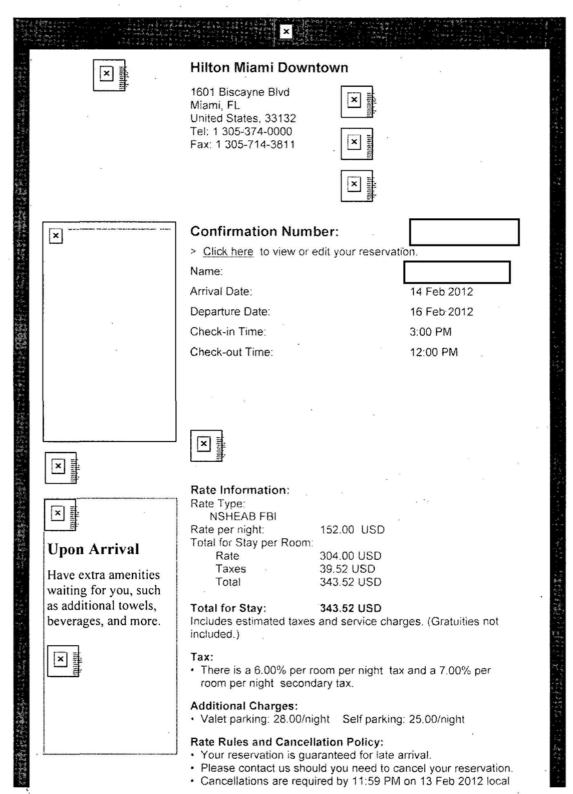
Hilton Hotels & Resorts Confirmed [hiltonhotels&resorts@res.hilton.com]

Thursday, January 05, 2012 7:36 PM

Hilton Hotels & Resorts Confirmation

b6 b7C







hotel time.

· Cancellation penalties may apply.

Room Information:

Rooms:

1

Clients:

1 Adult

Room Type:

1 KING BED

Your room type preferences have been submitted with your reservation, and are subject to hotel availability.

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ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED	MEETINE W/	1/25/12
DATE 12-14-2012 BY 60324 uc baw/sab/rs	MEETING W/ IU PRESIDENT MCROBBIE	430
From: Sent: To: Cc: Subject: Re: NSHEAB Look-Ahead for 2012		Ь6 Ь7С
That should work, we'll load it on the schedule. MAM's cell number is	in case you need it.	
Can I plug one in his schedule for you or should he use the 202 number down b	pelow?	
Prom: Date: Thu, 19 Jan 2012 13:59:25 -0500 To: Dindiana.edu>, MAM Dindiana.edu> Cc: Dic.fbi.gov> Subject: RE: NSHEAB Look-Ahead for 2012	er grund handle med er til gette det en er	
Ok, that's a bit too far to walk to FBIHQ or take a cab in traffic—BUT—does corner of 14 th Street and Pennsylvania Avenue sound ok? That's a good mid 4:30 pm and still be able to relax and chat nearby.		
FBIHQ Counterintelligence Division b6 b7c b7E		
From: [mailto @indiana.edu] Sent: Thursday, January 19, 2012 1:40 PM To: MAM Subject: Re: NSHEAB Look-Ahead for 2012	A MARIE MARIE SECRETARIO MICHINES MARIE MARIE AN SECRETARIO MARIE	
Found this online:		
The Washington Post Conference Center is located at 1150 15th St. N	I.W. between L and M Stre	ets.
From: Dic.fbi.gov> Date: Thu, 19 Jan 2012 13:37:46 -0500 To: ' @indiana.edu'" Dindiana.edu>, @indiana.edu Subject: Re: NSHEAB Look-Ahead for 2012	ndiana.edu>	ь6 ь7с
Not sure where this conference center is either, but I will find out, and come Thanks	up with a good venue.	

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 12-14-2012 BY 60324 uc baw/sab/rs From: Sent: Friday, December 09, 2011 11:38 AM To: Cc: Georgacopoulos, Peter; McNamara, Nancy; Welch, Michael NSHEAB Look-Ahead for 2012 Subject: President McRobbie, I know we spoke several weeks ago by phone, but I wanted to get back to you regarding any NSHEAB concerns you still may have. In that regard, you are welcome to contact me directly at any time—day or night. I would like to hear your feedback regarding the meeting you attended back on October 18th, and solicit any ideas you may have for improvement. One of the ideas we've been discussing for some time is how to make the NSHEAB more active between actual meetings, possibly by way of smaller focus groups—led by an NSHEAB member—which couldn tackle continuing issues of academic/national security interest. For instance, this group(s) could be assigned a "due out" by the time of the next meeting on a hot-button issue identified at the previous meeting. Your leadership in said regard would be welcome. Again, please look to me as your immediate contact person for all things NSHEAB. Best regards UC **FBIHQ** Counterintelligence Division b6 b7C b7E

@ic.fbi.gov

b6

b7C

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 12-14-2012 BY 60324 uc baw/sab/rs From: @pres.msu.edu) Sent: Tuesday, January 24, 2012 5:02 PM To: Cc: Georgacopoulos, Peter Subject: RE: NSHEAB Message b6 b7C Sure -- that sounds fine. We can touch base after Miami. ----Original Message----[mailto: ic.fbi.govl From: Sent: Tuesday January 24, 2012 4:45 PM To: Georgacopoulos, Peter Cc: Subject: Re: NSHEAB Message Thanks, great questions. We could try to do it in Miami, but there may not be enough advance time on our side to arrange it. MSU may work better all around, and we would be happy to assist in any way. Best, ---- Original Message -----From: Dpres.msu.edu> To: Georgacopoulos, Peter Cc: Sent: Tue Jan 24 16:31:10 2012 Subject: RE: NSHEAB Message Yes, I'm sure she would be willing to do that. Would you plan to videotape her in Miami, or later on? We have resources on campus to do so, if that would be your preference. ----Original Message----[mailto: Dic.fbi.govl From: Sent: Tuesday, January 24, 2012 4:12 PM To: Georgacopoulos, Peter Cc: Subject: NSHEAB Message Ηi, The FBI is putting together a training module for our agents in the field who interact with colleges and universities, as well as the private business sector. We were wondering if President Simon, as NSHEAB Chair, would be agreeable to making a few videotaped remarks pertinent to the importance of the NSHEAB and the ongoing partnership between the FBI and academia. If so, we'd be happy to discuss further with her at the meeting in Miami next month.

Thank you,

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 12-14-2012 BY 60324 uc baw/sab/r:

				DATE 12-14-	2012 BY 60324 uc baw/sab/rs	ь6 — ь70
From: Sent: To:			e e	Monday, January 23, 2012 2:29 PM Daau.ed Orice.edu:	du: Dnvu.edu:]
Cc: Subject:	×	ş		Upcoming NSHEAB Meetings		

Greetings Everyone,

We are in the process of planning the October 2012 and February 2013 NSHEAB meetings. I need to know what would be the best dates for the Presidents and Chancellors for October and February the date range for October is the 18-26, both meetings will be held at FBIHQ. If you could please check their calendars and send me dates that fit into their schedule it would be greatly appreciated.

Management and Program Analyst

b6
b7c
(desk)
(fax)
(blackberry)

ALL INFORMATION CONTAINED
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DATE 12-14-2012 BY 60324 uc baw/sab/r:

DATE 12-14-2012 BY 60324 uc baw/sab/rs (CD) (FBI) MCNAMARA, NANCY (CD) (FBI) From: Sent: Friday, January 20, 2012 12:34 PM GEORGACOPOULOS, PETER (CD) (FBI); (CD) (FBI) To: FW: Director's Academic Alliance Subject: Classification: UNCLASSIFIED b6 b7C When is the Director scheduled to attend the next NSHEAB? I did not think he was attending Miami. From: (DI) (FBI) Sent: Friday, January 20, 2012 11:40 AM To: MCNAMARA, NANCY (CD) (FBI) Subject: FW: Director's Academic Alliance Classification: UNCLASSIFIED Hi Ms. McNamara, Per the request from both Cyber Division Deputy Assistant Directors (see email message below), could you let me know when the next scheduled meeting is for the FBI Director and the Academic Alliance? Thank you. **Cyber Intelligence Section** Patriots Plaza-4 395 E Street, SW From: PETRIE, ELIZABETH M. (DI) (FBI) Sent: Friday, January 20, 2012 11:38 AM DI) (FBI) To: Subject: Director's Academic Alliance Classification: UNCLASSIFIED Per both DADs they would like for us to reach out to the Special Assistant for CD DAD Nancy McNamara to determine

when the next meeting is for the Director to meet with the Academic Alliance, which is 16 Heads of Universities. The

DADs said the Director is oftentimes short on material for the Thanks. Beth	nese materials and CybIS may have good intel to provide.
Elizabeth M Petrie	
Section Chief	ъ6
Cuber Intelligence Section	ъ7с
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ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 12-14-2012 BY 60324 uc baw/sab/r:

> b6 b7C b7E

	(CD) (FBI)	DATE 12-14-2012 BY 60324 uc baw/sab/rs
From: Sent: To: Subject:	GEORGACOPOULOS, PETER (CD) (F Friday January 06, 2012, 3:27 PM (CD) (FBI); Request	BI) (CD) (FBI)
Classification:	UNCLASSIFIED	
members in his AOR. I un notified of everything goir	derstand that this may be too burdensom ng on with his (Cornell) member. nct Cornell and ask the Pres to re-consider	e be copied in on communications of NSHEAB ne to do for all SACs, but let's at least keep Cliff r not attending NSHEAB in Feb and whether he could
Peter Georgacopoulos Chief FBIHQ,		
Classification:	UNCLASSIFIED	

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 12-14-2012 BY 60324 uc baw/sab/rs

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	(CD) (FBI)	DAIL 12-14-	2012 DI 00324 WC Daw).	Sam', LS
From: Sent: To:	ExecSec (DO) Wednesday November 30, 20 (CD) (FILE OF THE O	- <u>BI):</u>	CD)(FBI);	(CD) (FBI):
Subject:	(DO)(FBI) TRIM Document : 11/DO/4172 position as President of Iowa S	tate University effective		
Attachments:	becoming President on January Letter from Gregory L. ~ Univer President on January 16, 2012.	sity effective January	15, 2012, and Steven Lea	ath becoming
INFORMATION ONLY: C	CD and]		Ŧ
Instructions:				
The attached is for I	INFORMATION ONLY and IT D	DES NOT REQUIRE A	NY FURTHER ACTION.	
are being provided a or other FBI executiv	you represent an FBI Field copy of correspondence where you are not being take twe Secretariat. You are	hich has come to sked with any act	the attention of the ion in this regard	e Director, by the FBI's
	cions, comments, suggestic evision for action or info			
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Date Due : Addressee : Current Action :				
Access DB or Workflow		ner)		
From : GEOFFROY Constituent :	, GREGORY L.			
Title (Free Text Part position as President becoming President or	of Iowa State Universit		announcing he is l ry 15, 2012, and St	
Date of Communication Notes: Copy ema	iled to	<u> </u>		
	30, 20 <mark>11 at 10:05:12 AM</mark>	(טש:כט-וויים)		
Related Records : Security Higher Educa (Related to)	05/D0/4947: Letter a ation Advisory Board, whi			

IOWA STATE UNIVERSITY
OF SCIENCE AND TECHNOLOGY

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 12-14-2012 BY 60324 uc baw/sab/rs

> Office of the President 1750 Beardshear Hall Ames, Iowa 50011-2035 515 294-2042

November 17, 2011

Robert S. Mueller, III Director Federal Bureau of Investigation U.S. Department of Justice Washington, DC 20535

Dear Mr. Mueller:

I will be leaving my position as President of Iowa State University, so I am notifying you that effective January 15th, 2012, I am resigning my position as a member of the National Security Higher Education Advisory Board.

Dr. Steven Leath, who is currently Vice President for Research and Sponsored Programs with the University of North Carolina system, will become President of Iowa State University effective January 16th, 2012.

It has been a pleasure to serve our nation in this capacity, and I wish the National Security Higher Education Advisory Board the very best in the future.

Sincerely,

Gregory L. Geoffroy

President

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DATE	12	-14	4-20	12	BY	60324	110	haw/sab/rs

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From: Sent:	Spanier, Graham Dpsu.edu] Tuesday, November 22, 2011 4:30 PM	
To:	ruesday, November 22, 2011 4.30 PW	Georgacopoulos, Peter
Subject:	NSHEAB Resignation	

I wanted to share with you the contents of a letter that I just faxed to Frank. We have a very good conversation in which I proposed that I send in this letter now and then assist in an orderly transition. Frank was great. To summarize my understanding so that those of you who I have worked with so closely hear this from me:

- · My resignation as chair is immediate
- I will be reaching out to Bud Peterson (Georgia Tech), Lou Anna Simon (Michigan State), and Gene Block (UCLA), probably in that order, to see who might be a good chair and who would be willing and able to serve.
- I will then reach out to a second person on the list so that there is a vice chair.
- I will attend the February meeting to facilitate a transition, but will not be the chair at that time and will take a more low key role. For your information, virtually all of the members have reached out to me with very supportive and warm comments.

Please do let me know how I can be helpful to all of you. I want very much to stay involved in national security matters, and my security clearance remains intact. Reach out anytime.

VIA FAX

November 22, 2011

Robert Mueller Director FBI Washington, DC

Dear Director Mueller:

I write to formally submit my resignation as Chair of the National Security Higher Education Advisory Board. Given my move from President to President Emeritus of The Pennsylvania State University, it is appropriate that I step down so that the board can have a sitting president as its chair. I will be pleased to assist with an orderly transition.

It has been my great privilege to serve as Chair and to attend the National Counterintelligence Working Group since the inception of each body. Thank you for allowing me to have this opportunity to serve our national security interest.

Sincerely, Graham Spanier

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 12-14-2012 BY 60324 uc baw/sab/rs From: Luesday November 22 2011 2:28 PM Sent: To: Subject: Fw: Press Release 11-22-11 - NSHEAB release - DRAFT.docx Attachments: **b6** b7C Supervisory Special Agent Federal Bureau of Investigation Indianapolis Division Work Cell From: Diu.edu To: ົນiu.edu @iu.edu>; @iu.edu> Cc: Sent: Tue Nov 22 13:32:32 2011 Subject: Press Release Gentlemen, I have attached a revised draft of the press release. I added a quote from our Special Agent in Charge and removed the reference to Graham Spanier and Penn State University. Please disseminate as you deem appropriate.

Thanks,

IU President Michael A. McRobbie appointed to FBI national security advisory board

Indiana University President Michael A. McRobbie has been appointed by the Director of the FBI to the National Security Higher Education Advisory Board (NSHEAB), a select group of university presidents and chancellors who work with the Federal Bureau of Investigation (FBI) to foster a better understanding of national security issues related to academia.

The Board's focus is on strengthening ties between the U.S. intelligence community and higher education by creating an ongoing dialogue on areas of mutual interest.

Members of the Board meet regularly with the FBI and other members of the U.S. intelligence community to address a wide range of topics including intellectual property issues; cyber security; espionage; terrorism and foreign students and international visitors.

"I am honored to have been appointed to represent Indiana University and other leading higher education institutions as a member of the National Security Higher Education Advisory Board," McRobbie said.

"Given the broad range and deep well of expertise that resides at IU and other universities, groups such as NSHEAB are well positioned to offer significant insight to the U.S. intelligence community. At the same time, I look forward to learning about ways in which we can better serve the national security needs of the country through scholarship and research."

According to NSHEAB's mission statement, the group's goals include:

- "To open the doors of understanding and cooperation with leaders in higher education on matters related to national security, terrorism, counterintelligence and certain criminal matters.
- "To serve as a conduit for discussion between relevant federal agencies and the higher education community.
- "To assist in understanding the unique culture, traditions and practices of higher education, including the culture of openness, academic freedom and the importance of international collaboration.
- "To develop educational efforts for higher education to better understand the missions and mandates relating to terrorism, counterintelligence and homeland security.

- "To advise on the development of an agenda for research that can facilitate national security.
- "To discuss matters pertaining to visas, foreign students, international visitors and technology and intellectual property export issues.
- "To serve as a liaison with higher education associations to broaden understanding and cooperation.
- "To facilitate the development of research, degree programs, course work, internships, employment opportunities for graduates and consulting opportunities for faculty related to national security."

R.J. Holley, FBI Special Agent in Charge of the Indianapolis Division, stated, "I ampleased that President McRobbie is joining other distinguished educators to promote understanding and cooperation in support of national security."

President McRobbie's inclusion in NSHEAB is consistent with IU's nationally recognized work in cyber security and advanced information networks, as well as its strong emphasis on foreign language and culture education, especially among countries of strategic importance to the United States.

IU offers courses in more than 80 foreign languages including 50 being taught in any given semester and operates nine federally funded Title VI foreign studies programs, among the most in the nation.

Title VI funding supports students and faculty working in areas such as African studies, Central Asian languages, Middle Eastern cultures and international business education and research. In addition, IU faculty members offer language and culture training to Indiana National Guard soldiers being deployed to Afghanistan.

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For more information, contact	
University Communications, Indiana University, at	or
@iu.edu.	

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FEDERAL BUREAU OF INVESTIGATION

Precedence: Deadl	ine 11/30/2011	Date: 11/09/20	011				
To: Counterintel	ligence	Attn: CSO PSS					
From: Security Gallery Contact Approved By:	Row Building,		ь6 ь7с ь7 е				
Drafted By		ъ6 ъ7с					
Drafted By:							
Case ID #:	(Pending)	. b7A					
Title: MICHAEL ALEXANDER MCROBBIE SECURITY CLEARANCE INVESTIGATIONS PROGRAM OTHER - ACCESS TO NATIONAL SECURITY INFORMATION COUNTERITELLIGENCE DIVISION NATIONAL SECURITY HIGHER EDUCATION ADVISORY BOARD (NSHEAB) - SECRET NIP - FBISEC E-QIP REFERENCE NUMBER: 10442469							
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To:	Counterintelliger	ıce	From:	Security	
Re:		11/	09/2011		b7E

LEAD(s):

Set Lead 1: (Action)

COUNTERINTELLIGENCE DIVISION-SECURITY OFFICE

AT WASHINGTON, DC

Advise candidate that he must report all future foreign travel and foreign contact to Counterintelligence Division CSO and be appropriately debriefed by Counterintelligence Division CSO after the foreign travel or foreign contact.

Advise candidate any classified information obtained or discussed in NSHEAB meetings must not be discussed with individuals who are not NSHEAB members.

Advise candidate of the possibility he may be targeted by foreign intelligence operations because of his position and security clearance.

DO NOT DISSEMINATE OUTSIDE THE BUREAU WITHOUT PRIOR APPROVAL OF THE SECURITY PROGRAMS MANAGER, FBIHQ

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DATE 12-14-2012 BY 60324 up haw/sab/rs

DUE RY 10/28/11

,	(CD) (FBI)	ь6 ь7с
From: Sent: To:	SecD) (CON) Friday, September 30, 2011 4:33 PM JONES. ROBERT ALLAN (CD) (FBI); (CD) (FBI)	Dic
Cc:	(SECD)(FBI); (SecD) (FBI);	
Subject:	SecD) (FBI) Risk Assessment Request for MICHAEL ALEXANDER McROBBIE	b7A
Classification:	UNCLASSIFIED	
Robert		
cleared for the 10/16/201 advised because of M in time for the	request EC for Indiana University President Michael Alexander McRobbie; the hard copy ail to everyone today. This was initiated as an Expedite matter, so that McRobbie could be 1, meeting of the National Security Higher Education Advisory Board (NSHEAB). However, as I McRobbie's extensive foreign/contacts, it would be impossible to complete the eclearance request to be approved by Section Chief. If your Sections and Units can be wrong that would be great.	
I sent you an inform	ation copy, just so you know what is going on.	
Michael Alexander McRobbie Ris		
Personnel Security Special	list	
Security Division Telephone Fax	b6 b7C b7E :: http://hq-eswebs-001.fbinet:8180/Survey/show Survey.htm?surveyId=429	
Classification:	INCLACTEED	

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	DAIE 12-14-2012 DI	
Electronic Questionna <u>ires fo</u>	Investigations Processing (e-O)	
Investigation Request	for Applicant SSN	

Page 1 of 37 Archival Copy

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Electronic Questionnaires for Investigations Processing (e-QIP) Investigation Request #10442469

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The information contained in this document represents data submitted by	
	Applicant certified the
accuracy of this information at 2011-08-01 13:09:32.413.	

This Investigation Request contains the following documents:

Page 1: Investigation Request Cover Sheet
Page 2-37: Questionnaire for National Security Positions (SF86 Format)

Note: To conserve paper only the first entry in multiple-entry lists displays completion instructions. The completion instructions for the first entry also applies to each additional entry unless otherwise noted.

Certified at 2011-08-01 13:09:32.413
Data Hash Code: 0db366b35520b7a7a2b0ecadf491df51b93dafa5

PRIVACY ACT INFORMATION

Form Completion Instructions

Questionnaire for National Security Positions (SF86 Format)

OMB No. 3206-0005

Follow instructions fully or we cannot process your form. If you have any questions, contact the office that gave you the form.

Purpose of this Form

The United States (U.S.) Government conducts background investigations and reinvestigations of persons under consideration for or retention in national security positions as defined in 5 CFR 732 and for positions requiring access to classified information under Executive Order 12968.

Giving us this information is voluntary. If you do not provide each item of requested information, however, we will not be able to complete your investigation, which will adversely affect your eligibility for a national security position. Any information that you provide is evaluated on the basis of its recency, seriousness, relevance to the position and duties, and consistency with all other information about you.

Withholding, misrepresenting, or falsifying information will have an impact on a security clearance, employment prospects, or job status, up to and including denial or revocation of your security clearance, or your removal and debarment from Federal Service.

This form is a permanent document that may be used as the basis for future investigations, security clearance determinations, and determinations of your suitability for employment. Your responses to this form may be compared with previous security questionnaires. It is imperative that the information provided be true and accurate to the best of your knowledge.

Authority to Request this Information

Depending upon the purpose of your investigation, the U.S. Government is authorized to ask for this information under Executive Orders 10450, 10865, 12333, and 12968; sections 3301, 3302, and 9101 of title 5, U.S. Code (U.S.C.); sections 2165 and 2201 of title 42, U.S.C.; chapter 23 of title 50, U.S.C.; and parts 2, 5, 731, 732, and 736 of title 5, Code of Federal Regulations.

Your Social Security Number (SSN) is needed to identify your unique records. Although disclosure of your SSN is not mandatory, failure to disclose your SSN may prevent or delay the processing of your background investigation. The authority for soliciting and verifying your SSN is Executive Order 9397.

The Investigative Process

Background investigations for national security positions are conducted to gather information to show whether you are reliable, trustworthy, of good conduct and character, and loyal to the U.S. The information that you provide on this form may be confirmed during the investigation. The investigation may extend beyond the time covered by this form when necessary to resolve issues. Your current employer may be contacted as part of the investigation, even if you have previously indicated on applications or other forms that you do not want your current employer to be contacted.

In addition to the questions on this form, inquiry also is made about your adherence to security requirements, honesty and integrity, vulnerability to exploitation or coercion, falsification, misrepresentation, and any other behavior, activities, or associations that tend to show the person is not reliable, trustworthy, or loyal. Checks of Federal agency records may be made about your spouse or other cohabitant.

Your Personal Interview

Some investigations will include an interview with you as a routine part of the investigative process. The investigator may ask you to explain your answers to any question on this form. This provides you the opportunity to update, clarify, and explain information on your form more completely, which often helps to complete your investigation faster. It is important that the interview be conducted as soon as possible after you are contacted. Postponements will delay the processing of your investigation, and declining to be interviewed may result in your investigation being delayed or canceled.

For the interview, you will be asked to bring identification with your picture on it, such as a valid state driver's license. There are other documents you may be asked to bring to verify your identity as well. These may include documentation of any legal name change, Social Security card, passport, and/or your birth certificate.

You may also be asked to bring documents about information you provided on the form or about other matters requiring specific attention. These matters include (a) alien registration or naturalization documentation; (b) delinquent loans or taxes, bankruptcies, judgments, liens, or other financial obligations; (c) agreements involving child custody or support, alimony, or property settlements; (d) arrests, convictions, probation, and/or parole; or (e) other matters described in court records.

Special Instructions for Completing this Form

Questions on this form related to residence, employment and education will require 7 years of information except that Single-Scope Background Investigations (SSBI) will require 10 years of information.

Provide 7 years of information unless you have been instructed to provide 10 years to satisfy SSBI requirements. If you are unsure as to the amount of information to provide, contact the office that gave you this form.

The instructions for these questions specify a 10-year time frame when an SSBI is required. If you have any questions about this investigative request or whether the 7-year time frame or the 10-year time frame applies to your responses to these questions, contact the office that gave you this form.

Instructions for Completing this Form

- 1. Follow the instructions given to you by the office that gave you this form and any other clarifying instructions furnished by that office to assist you in completion of this form. You must sign and date, in ink, the original and each copy you submit. You should retain a copy of the completed form for your records.
- 2. All questions on this form must be answered. If no response is necessary or applicable, indicate this on the form by checking the associated "Not Applicable" box unless otherwise noted.
- 3. Do not abbreviate the names of cities or foreign countries. Whenever you are asked to supply a country name, you may select the country name by using the country list feature.

To use the country list feature, click on the "List" link beside the "Country" title to open a listing of country names in a separate window. Find the desired country name and use your web browser's "Copy" and "Paste" features to copy the country name into the "Country" text field. If the country name is not in the list, manually enter the country name into the "Country" text field.

When entering a U.S. address or location, select the state or territory from the "States" pull-down list. Selecting a state/territory implies "United States" as the country, so you do not need to enter it into the "Country" text field. For locations outside of the U.S. and its territories, enter the name of the country into the "Country" text field and leave the "State" field blank.

- 4. The 5-digit postal Zip Codes are needed to speed the processing of your investigation. Refer to an automated system approved by the U.S. Postal Service to assist you with Zip Codes.
- 5. For telephone numbers in the U.S., be sure to include the area code.
- 6. All dates provided in this form must be in Month/Day/Year or Month/Year format. Use the pull down lists to select the month and day. The year should be entered as all four numbers, i.e., 1978 or 2001. If you find that you cannot report an exact date, approximate or estimate the date to the best of your ability and indicate this by checking the "Est." box.

Final Determination on Your Eligibility

Final determination on your eligibility for a national security position is the responsibility of the Federal agency that requested your investigation. You will be provided the opportunity personally to explain, refute, or clarify any information before a final decision is made.

Penalties for Inaccurate or False Statements

The U.S. Criminal Code (title 18, section 1001) provides that knowingly falsifying or concealing a material fact is a felony which may result in fines and/or up to 5 years of imprisonment. In addition, Federal agencies generally fire, do not grant a security clearance, or disqualify individuals who have materially and deliberately falsified these forms, and this remains a part of the permanent record for future placements. Your prospects of placement or security clearance are better if you answer all questions truthfully and completely. You will have adequate opportunity to explain any information you give to us on this form and to make your comments part of the record.

DISCLOSURE INFORMATION