

ENGINEERING & CONSTRUCTION BULLETIN

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Type: Policy

Subject: Design and Construction Requirements for Sensitive Compartmented Information Facilities

References:

- (a) Intelligence Community Directive (ICD) 705, Subject: Sensitive Compartmented Information Facilities, 26 May 2010
- (b) DoDM 5105.21-Volume 2, Sensitive Compartmented Information (SCI) Administrative Security Manual: Administration of Physical Security, Visitor Control, and Technical Security, 19 October 2012
- (c) Intelligence Community Standard (ICS) 705-1, Subject: Physical and Technical Security Standards for Sensitive Compartmented Information Facilities, 17 September 2010
- (d) Intelligence Community Technical Specification for ICD/ICS 705, Subject: Technical Specifications for Construction and Management of Sensitive Compartmented Information Facilities, 10 September 2015
- (e) UFC 4-010-05 Sensitive Compartmented Information Facilities Planning, Design, and Construction Change 1, 1 October 2013.

Enclosure:

- (1) Planning, Design and Construction Steps for DON MILCON Funded SCIF

1. Purpose

Provide NAVFAC policy on Sensitive Compartmented Information Facility (SCIF) design and construction requirements, referenced in (a) through (e).

2. Background

Reference (a) established that all Intelligence Community (IC) Sensitive Compartmented Information Facilities must comply with uniform IC physical and technical security requirements. Reference (a) defines a SCIF as an accredited area, room(s) or building(s) where Sensitive Compartmented Information (SCI) is stored, used, processed or discussed. When required, a SCIF provides an operational capability that is critical to the Supported Command's mission. If a SCIF cannot be accredited, it cannot be operational and the Supported Command will not be mission capable.

3. Applicability

This ECB is effective immediately and applies to Department of Navy SCIF construction, renovation, and repair projects in Continental United States (CONUS) and Outside Continental United States (OCONUS) regardless of funding source, size, or scope.

This document has been coordinated with SSO Navy, NAVFAC Asset Management (AM), and U.S. Marine Corps. Points of contact are:

For SSO Navy: Roland L. Lohr, SSO Navy, Head, Accreditation & Physical Security Division Intel Protection & Oversight (703) 604-6136

For NAVFAC Asset Management: Mr. Mike Bryan, NAVFAC HQ AM, Shore Infrastructure Investment Program (202) 685-6130

For Marine Corps: Mr. Brian Sanders, Headquarters Marine Corps, (703) 695-8202

4. Policy

- A. References (a) through (e) affect the planning, design and construction of a SCIF. In order to achieve accreditation, the NAVFAC Project Manager (PM), Design Manager (DM), and Construction Manager (CM), must work with the Site Security Manager (SSM) to ensure projects meet the requirements of references (a) through (e) and the policy listed below.
- B. Per Reference (b) A Concept Approval Request (CAR) is prepared and submitted by the Supported Command's Senior Intelligence Officer (SIO) to the Accrediting Official (AO) via the Regional Special Security Office (RSSO) for approval and initiation of a SCIF. Without the CAR approval, the Supported Command is not authorized to initiate a SCIF project.
- C. During the project planning stage and development of a DD1391, the NAVFAC Asset Management (AM) Facility Planner will work with the SIO to ensure SCIF requirements are included in the Basic Facility Requirement and Facility Planning Document.
- D. Per Reference (b), once the CAR is approved by the AO, the SIO will appoint the Site Security Manager (SSM) for the SCIF. The SSM is responsible for all security requirements for the SCIF and will initiate preparation of the preliminary Construction Security Plan (CSP), Fixed Facility Checklist (FFC) and the TEMPEST addendum. The NAVFAC Facility Planner assigned to the project must assist the SSM in documenting the facility and site requirements necessary for the preparation of these documents. The SSM will send the preliminary versions to the AO via the RSSO for review. Upon review of the preliminary CSP, the AO will issue an approval or acknowledgment message along with the SCIF identification number (SCIF ID). This is considered the AO's Concept Design Approval. If an acknowledgment message is sent, it will contain guidance that the SSM will incorporate into the CSP and the project.
- E. The CSP documents the security requirements for each SCIF project. The CSP may be adjusted by the SSM due to changes in operational requirements or the local threat. All changes must be approved by the AO to finalize the CSP.


- F. Design Manager and Project Technical Team must incorporate the security requirements in the CSP and TEMPEST countermeasures into the project scope and budget.
- The scope and cost for this may be significant in locations outside of the United States, its territories and possessions.
 - Do not finalize a project scope or budget without an approved or acknowledged Preliminary CSP.
- G. The AO, SSM, and Certified TEMPEST Technical Authority (CTTA) are government employees who are not employees of NAVFAC or the DoD Construction Agent and are not funded by the project (MILCON project cost). The NAVFAC PM must ensure the AO is fully cognizant of this.
- H. When required by the CSP, CAGs and CSTs may be government employees, military personnel, or contract personnel. Regardless, the Cleared American Guards (CAGs) and Construction Security Technicians (CSTs) are not employees of NAVFAC, the DoD Construction Agent, or the construction contractor.
- I. Per Reference (c), the AO must approve concept design and final design prior to construction contract award. This is interpreted as construction start for Design Build (DB) projects. The AO considers the concept design to be the Preliminary CSP and the final design to be the Final CSP.
- J. SCIF design, construction, and security requirements differ depending on classification, size, and location. In addition, the complexity of the project varies depending on whether the entire facility is a SCIF or if the SCIF it is a small portion of a larger facility. Serious consideration should be given to the acquisition strategy to be used on a SCIF project. The Design Bid Build (DBB) acquisition strategy will enhance the security of the SCIF and allow the CSP requirements and TEMPEST countermeasures to be refined during the design development.
- DBB acquisition strategy must be used when the entire facility is a SCIF.
 - DBB acquisition strategy should be the first consideration when a major portion of the facility is a SCIF or when the project is outside of the United States, its possessions or territories. The strategy will be selected with joint concurrence of CI/OP/AQ during the development of the 1391.
 - For DBB projects:
 - The Final CSP should be submitted to the AO for approval concurrent with the 35% stage of the project design.
 - Do not award a construction contract without AO approval of the Final CSP.

For DB projects:

- Do not award a DB Request for Proposal (RFP) without an approved or acknowledged Preliminary CSP.
 - Do not start onsite construction activities (excluding mobilization, demolition, clearing and grubbing) without AO approval of the Final CSP.
- K. Per reference (c) & (d), not meeting or exceeding a standard defined in reference (c) and (d) requires a waiver. Waivers shall only be considered under exceptional circumstances. The AO must request waiver approval of the IC element head or designee, pursuant of reference (a). Note: a waiver will take a minimum of six months to approve.
- L. Reference (e) provides the planning, design and construction communities of practice guidance for implementing SCIF policy requirements into capital improvement projects. Planner, PM, DM, Designers and CM must review Reference (e) prior to supporting any project that includes a SCIF.
- M. See Enclosure (1) for the steps involved in the planning, design and construction.

5. Point of Contact

Questions should be directed to Mr. Richard Cofer, P.E., (757) 322-4447 at NAVFAC LANT CI, Engineering Criteria and Programs.



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