

Table of Contents

1.	Physical Security	1-1
101.	Headquarters Security Badges	101-1
102.	HSPD-12 Badge Information and Process	102-1
103.	Prohibited Articles	103-1
104.	Entry and Exit Inspections	104-1
105.	Access Control	105-1
106.	Security Hours.....	106-1
107.	Visitor Control	107-1
108.	Removal of Accountable Government Property and Employee Personal Property	108-1
109.	Lock and Key Control	109-1
2.	Limited Areas, VTRs, and Temporary Limited Areas	2-1
201.	Establishing, Maintaining, and Deactivating LAs, VTRs, and TLAs	201-1
202.	Managing LAs and VTRs	202-1
203.	Deactivating LAs and VTRs	203-1
3.	Personnel Security	3-1
301.	Acquiring New Security Clearances	301-1
302.	Other Security Clearance Actions	302-1
303.	Reporting Requirements for Personnel Holding Security Clearances.....	303-1
304.	Electronic Questionnaires for Investigations Processing	304-1
305.	Security Clearance Reinvestigations and Verifications	305-1
306.	Passing Clearances for Classified Meetings or Visits	306-1
307.	HSPD-12 Credential for Personal Identity Verification	307-1
4.	Foreign Ownership, Control, or Influence; Facility Clearance; and Classified Contract Registration	4-1
5.	Classified Matter Protection and Control.....	5-1
501.	Classified Matter Protection and Control Roles and Responsibilities	501-1
502.	Classification.....	502-1
503.	Types of Classified Matter	503-1
504.	Classified Foreign Government Information	504-1
505.	Marking Classified Matter	505-1
506.	Protection of Classified Matter in Use	506-1
507.	Storage of Classified Matter.....	507-1
508.	Reproducing Classified Matter.....	508-1
509.	Accountability of Classified Matter	509-1
510.	Classified Document Control Stations	510-1
511.	Receipt and Transmission of Classified Matter	511-1
512.	Classified Mailing Addresses.....	512-1
513.	Express Mail Service.....	513-1

514.	Destruction of Classified Matter	514-1
6.	Foreign Interaction	6-1
601.	Foreign National Classified Visits	601-1
602.	Unclassified Foreign National Visits and Assignments	602-1
603.	Foreign Travel.....	603-1
7.	Surveys and Reviews	7-1
701.	Surveys and Reviews	701-1
702.	Corrective Action Plans and Validation of Closure	702-1
8.	Operations Security Program	8-1
9.	Technical Surveillance Countermeasures	9-1
10.	Security Awareness Program	10-1
11.	Incidents of Security Concern.....	11-1
12.	Special Access Programs	12-1
13.	Controlled Unclassified Information.....	13-1
14.	Cyber Security.....	14-1
15.	Outprocessing.....	15-1
16.	Equivalencies and Exemptions.....	16-1
17.	Headquarters Security Officer Program Duties and Responsibilities	17-1