



NCCS: NISP CONTRACT CLASSIFICATION SYSTEMS - ROLES



Government Operations Officer

The Government Operations Officer **is a reporting, metrics and oversight role only**. This role is for government personnel only and requires a CAC/PIV to access NCCS. Government Operations Officers can be at **any tier level within an agency/command/organization and can only pull metrics across their respective hierarchy tier**.

What are the Permissions of the Role?

- **View all** DD Form 254s, to include subcontractor DD Form 254s, within an assigned agency/command/agency hierarchy tier
- **Download/export all** DD Form 254s within an assigned agency/command/agency hierarchy tier

WHO SHOULD USE THIS ROLE?

Operations Officers or Appointed
Government Officials

Reporting Capability

This role allows for metrics reporting **surrounding agency/command/organization data within NCCS** (can be broken out by user DODAAC, SMO or other defined group)

- Number of DD Form 254s completed (by week/month/year)
- Number of DD Form 254s reviewed (by week/month/year)
- Number of DD Form 254s certified and released (by week/month/year)
- Prime DD Form 254s sorted by specified data points (FCL level, work location, security specifications, etc.)

Checklist for Registration

- Completed SAAR signed by supervisor
 - Date of completed IA (cyber) training
 - Signed by supervisor
 - Sent to NCCS support mailbox
- Registered account on NCCS

System Access Requirement

- This role requires a CAC/PIV for access

Questions? Contact: dcsa.quantico.is.mbx.nccs@mail.mil