



**DEPARTMENT OF DEFENSE  
DEFENSE SECURITY SERVICE  
27130 Telegraph Road, Quantico, VA 22134**

## **INDUSTRIAL SECURITY LETTER**

Industrial Security Letters (ISLs) are issued periodically to inform cleared contractors, government contracting activities and DoD activities of developments relating to industrial security. These letters are for information and clarification of existing policy and requirements. Please send any suggestions for ISLs to DSS. Articles and ideas contributed will become the property of DSS. Address inquiries about specific information in ISLs to your cognizant DSS industrial security office.

**ISL 2019-01**

**January 15, 2019**

On December 10, 2016, the Director of National Intelligence signed Security Executive Agent Directive 4 (SEAD 4), "National Security Adjudicative Guidelines," which became effective on June 08, 2017. SEAD 4 establishes the single common adjudicative criteria for all covered individuals who require initial or continued eligibility for access to classified information or eligibility to hold a sensitive position. The guidelines reflected in the SEAD 4 supersede all previously issued national security adjudicative criteria or guidelines.

Defense Security Service posted information concerning the following topic on the DSS website in April 2018. This guidance provides for implementation by industry of the SEAD 4 Adjudicative Guidelines related to the disposition of foreign passports belonging to cleared employees that have been retained by contractors in accordance with DoD directions or decisions under the former Adjudicative Guidelines. In accordance with SEAD 4, cleared contractors will not be asked by the Department of Defense (DoD) Consolidated Adjudications Facility (CAF) to routinely retain or destroy foreign passports and/or identity cards as a means of mitigating security concerns for individuals who maintain dual citizenship with other countries.

In order to implement SEAD 4, cleared contractors who have retained a cleared employee's foreign passport or identity card, based on DoD directions or personnel security adjudicative decisions, should immediately return the foreign passport or identity card to the cleared employee.

Upon returning the foreign passport or identity card to the cleared employee, the facility security officer, or designated JPAS user acting on behalf of the contractor, will remind the cleared employee of their responsibility to enter and exit the United States using their U.S. passport.

The cleared contractor will submit incident reports if any cleared employees report use of a foreign passport to enter or exit the United States.