5 ELEMENTS
TO SAFEGUARD CUI ACCORDING TO DOD CONTRACTUAL REQUIREMENTS

This document provides Industry with a list of the five primary elements to safeguard CUI when performing on DOD contracts with CUI Requirements. At a minimum, Industry should:

1. Identify person(s) responsible for protecting CUI
   These individuals must:
   • Have an authorized, lawful government purpose to access CUI
   • Have completed initial CUI training
   • Ensure all personnel supporting contracts with CUI requirements complete mandatory CUI training
   • Ensure adequate resources are in place to safeguard CUI

2. Review and Identify Existing Classified Contracts with CUI Requirements
   • Review existing contracts and engage with Government customers to determine which, if any, CUI requirements are applicable to current contracts
   • Identify and inventory current legacy information and materials

3. Comply with CUI Training
   • Ensure CUI user familiarization with CUI Registry categories and subcategories
   • Ensure all personnel supporting classified contracts with CUI requirements are aware of such requirements
   • Administer initial CUI training to these personnel and annual CUI refresher training
   • Maintain all CUI training records

4. Safeguard and Mark CUI
   • Establish and provide CUI handling procedures for all CUI users
   • Establish and provide CUI marking standards and guidance for all CUI users

5. Meet Supplier Performance Risk System (SPRS) Requirements
   • Enter required information into SPRS
   • Maintain System Security Plan (SSP), Plan of Action and Milestones (POAM), and any other required information
   • Identify and document all challenges and vulnerabilities; and develop corrective actions to mitigate findings