

FSO/CUI Manager CUI Customer Engagement Questions **REFERENCE GUIDE**



This reference guide serves as a catalyst for engaging with DOD customers for instruction and guidance related to Controlled Unclassified Information (CUI) protection associated with an issued classified contract.

The first step to be taken by the Facility Security Officer (FSO) or CUI Manager is to review the issued DD Form 254 for the CUI indicator in Block 10 j and Block 13 for additional information on CUI security requirements. If CUI requirements are not identified in the DD Form 254, search other contract documents that may indicate access to CUI is required. If the FSO or CUI Manager should identify CUI requirements in other supporting documents that are not listed in the DD Form

254 or believes a contract includes access to CUI, but CUI requirements are not found in contractual documents, they should contact the customer to discuss reissuing an updated DD Form 254.

The FSO or CUI Manager may find that each individual customer is at a different stage with implementation of their CUI program. Ongoing communication will be critical and the FSO or CUI Manager should contact the customer first to answer any CUI related contractual questions they may have.

The following questions serve as a starting point for engaging with customers.

- 1 Are there **specific CUI requirements** in this contract?
- 2 Is the identified CUI information in support of this contract **found in the CUI registry**? If so, **which CUI categories are applicable** to this contract?
- 3 What are the **specific CUI markings requirements** for this contract?
- 4 What are the **CUI sharing (dissemination & distribution) requirements** for this contract?
- 5 What are the CUI **safeguarding and storage requirements** with this contract?
- 6 How will CUI information in support of this contract be **decontrolled**?
- 7 What are the specific **Telecommunications, Information Systems, and Network Security requirements** with this contract?
- 8 What are the CUI requirements for **reproduction of information** in support of this contract?
- 9 What are the **disposition and destruction requirements** for CUI information supporting this contract?
- 10 Are there requirements for **transmission and transportation** of CUI information?
- 11 Are there CUI **security education and training requirements** for this contract? If so, what are they?
- 12 How are **security infractions and incidents involving misuse** of CUI to be reported?

***Disclaimer:** This document is provided by the DCSA CUI Program Office to help facilitate Industry engagement with Government customers on CUI requirements. The list is not all-inclusive and may evolve as DOD and Industry CUI programs and practices mature. If you have feedback or additional recommendations, please submit them to dcsa.quantico.ctp.mbx.eso-cui@mail.mil.