



INTELLIGENCE  
AND SECURITY

OFFICE OF THE UNDER SECRETARY OF DEFENSE  
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WASHINGTON, DC 20301-5000

SEPTEMBER 2, 2020

MEMORANDUM FOR SENIOR PENTAGON LEADERSHIP (SEE DISTRIBUTION)  
DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS

SUBJECT: Notice of Amendment to Federal Acquisition Regulation to Use the National Industrial Security Program Contract Classification System

References: (a) Title 48 Code of Federal Regulation, Federal Acquisition Regulations System, Subpart 4.402  
(b) USD(I&S) Memo, "Use of the National Industrial Security Program Contract Classification System," February 8, 2018

The Federal Acquisition Regulation (FAR) Subpart 4.402 became effective August 3, 2020. It includes a provision that requires the use of the National Industrial Security Program Contract Classification System (NCCS) for the issuance of a DD Form 254, "Department of Defense Contract Security Classification Specification." In accordance with FAR 1.108(d), FAR changes apply to solicitations issued on or after the effective date of the change; contracting officers may, at their discretion, include the changes in any existing contract with appropriate consideration.

The DD Form 254 provides contractors and subcontractors under Department of Defense (DoD) cognizance the required classification and security guidance when performance on a contract requires access to classified information. NCCS is part of a large suite of capabilities within the Under Secretary of Defense for Acquisition and Sustainment's Procurement Integrated Enterprise Environment (<https://piee.eb.mil/>).

NCCS is an unclassified capability that automates the DD Form 254 processes and workflows for contracts requiring access to classified information and enables improved oversight of contract security. In accordance with the FAR, it is required for use by DoD Components, those non-defense agencies with industrial security services agreements with DoD, other than those that have an existing DD Form 254 information system, and cleared contractors participating in the National Industrial Security Program. In the event a Component generates classified DD Form 254s, then alternate means outside of NCCS will continue to be used.

The Defense Counterintelligence and Security Agency (DCSA) is the lead for NCCS, which includes requirements development and functional management. Each Component or agency that issues DD Form 254s should provide a government point of contact for which NCCS matters can be discussed, to include NCCS implementation across the organization, to: [DCSA.NCCS@mail.mil](mailto:DCSA.NCCS@mail.mil). More information on NCCS and how to obtain an account can be found at: <https://wawftraining.eb.mil/wbt/> and <https://www.dcsa.mil/is/nccs/>.

The point of contact is Mr. Ryan Deloney, NCCS Program Manager, who may be reached at john.r.deloney.civ@mail.mil.



Garry P. Reid  
Director for Defense Intelligence  
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