



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3000 MARINE CORPS PENTAGON
WASHINGTON, DC 20350-3000

IN REPLY REFER TO:
5520
ARS
OCT 30 2014

Security Note 02-14

From: Director, Administration and Resource Management Division

Subj: PERSONNEL SECURITY ELIGIBILITY DETERMINATIONS WITH
CAUTIONS, CONDITIONS AND/OR WARNINGS

Ref: (a) ALNAV 079-13
(b) ALNAV 073-14
(c) SECNAV M-5510.30

Encl: (1) Security Clearance Eligibility Continuous Evaluation
Program Report

1. Situation. As a result of data analysis associated with the mandatory Department of the Navy (DON) Personnel Security Review mandated by reference (a) and in accordance with reference (b), HQMC Staff Agencies/Activities will immediately implement the procedures contained herein.

2. Mission. To ensure personnel with continued access to classified information and/or assignment to sensitive duties maintain a favorably adjudicated security clearance eligibility in accordance with reference (c), Chapter 10.

3. Execution. All personnel assigned to HQMC Staff Agencies/Activities that have previously received a Department of the Defense Consolidated Adjudication Facility (DOD CAF) or a Department of the Navy Personnel Security Appeals Board (DON PSAB) security eligibility determination containing a caution, condition and/or warning, or receives in the future a DOD CAF or DON PSAB security clearance eligibility determination that contains a caution, condition and/or warning, the following procedures will be followed:

a. Director, Administration and Resource Management Division will endorse the DOD CAF or DON PSAB letter of caution, condition and/or warning to the Staff Agencies/Activities for action.

b. Staff Agencies/Activities will assist the individual with development of a plan of action and milestones to address and mitigate the caution, condition and/or warning.

c. Staff Agencies/Activities will periodically monitor the individual's compliance with the caution, condition and/or warning and their progress toward accomplishing the plan of actions and milestones.

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d. Staff Agencies/Activities will report personnel who fail to comply with the caution, condition and/or warnings to HQMC Security Manager utilizing enclosure (1).

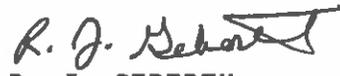
e. When the Security Manager receives reports of non compliance or personnel who do not satisfy the requirements of the letter of caution, condition and/or warning, the following will be provided to the DOD CAF or DON PSAB:

(1) Supporting information in the form an Incident Report through Joint Personnel Adjudication System (JPAS) or successor systems.

(2) Request to assess the information and adjudicate the individual's personnel security clearance eligibility as appropriate.

4. Administration and Logistics. Semi-annually, Staff Agencies/Activities will provide the Security Manager with an assessment of the individual's compliance and progress mitigating the caution, condition and/or warning utilizing enclosure (1). This reporting requirement shall continue until the issues that led to the caution, condition and/or warning are mitigated. Once all conditions are satisfied, personnel will retain their security clearance eligibility. Future occurrences of similar nature may warrant a review by the DoD CAF to reevaluate an individual's security clearance eligibility.

5. Command and Signal. Questions regarding this Security Note should be directed to the HQMC Security Manager at (703) 614-3609.


R. J. GEBERTH
By direction

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**SECURITY CLEARANCE ELIGIBILITY
CONTINUOUS EVALUATION PROGRAM REPORT**

RANK

NAME

STAFF AGENCY/ACTIVITY

CAUTION, CONDITION AND/OR WARNING CRITERIA: CHOOSE ALL THAT APPLY. REFERENCE SECNAV M-5510.30 CH 10.

- | | | |
|---|--|--|
| <input type="checkbox"/> ALLEGIANCE TO THE U.S. | <input type="checkbox"/> FINANCIAL CONSIDERATIONS | <input type="checkbox"/> CRIMINAL CONDUCT |
| <input type="checkbox"/> FOREIGN INFLUENCE | <input type="checkbox"/> ALCOHOL CONSUMPTION | <input type="checkbox"/> SECURITY VIOLATIONS |
| <input type="checkbox"/> FOREIGN PREFERENCE | <input type="checkbox"/> DRUG INVOLVEMENT | <input type="checkbox"/> OUTSIDE ACTIVITIES |
| <input type="checkbox"/> SEXUAL BEHAVIOR | <input type="checkbox"/> EMOTIONAL, MENTAL, &
PERSONALITY DISORDERS | <input type="checkbox"/> MISUSE OF INFORMATION
TECHNOLOGY SYSTEMS |
| <input type="checkbox"/> PERSONAL CONDUCT | | |

PROVIDE ALL PERTINENT INFORMATION REGARDING PERSONNEL'S COMPLIANCE, PROGRESS AND NON COMPLIANCE

NAME/RANK OF PERSON SUBMITTING REPORT

SIGNATURE

DATE

FOUO: UNAUTHORIZED DISCLOSURE IS PROHIBITED. ENSURE FORM IS PROPERLY STORED AND TRANSMITTED TO HQMC SECURITY MANAGER.