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No. 604-20

HEADQUARTERS  
DEPARTMENT OF THE ARMY  
WASHINGTON, D.C., 23 October 1967

PERSONNEL SECURITY CLEARANCE

SECURITY REQUIREMENTS FOR PERSONNEL IN INFORMATION AND EDUCATION ACTIVITIES

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**1. Purpose.** This regulation sets forth Department of the Army security requirements for personnel engaged in command and public information programs and education activities to include instructor personnel employed and paid by American universities to teach in the general educational development (GED) program at oversea military installations.

**2. Subversive infiltration.** Experience has shown that a primary target has been and will be infiltration into sensitive positions of Army and Public Information Programs and education activities. Extreme caution must be exercised to prevent such infiltration.

**3. Policy.** *a.* Any person selected for duties in connection with programs involving the education and orientation of Department of the Army military members or civilian personnel shall have been the subject of a favorable National Agency Check (NAC), National Agency Check With Written Inquiries (NACI), or Background Investigation (BI), as appropriate, prior to his assignment.

*b.* The employment or utilization of personnel selected for information and education activities will be based on a determination that such employment or utilization is clearly consistent with the interests of national security.

*c.* The Department of the Army encourages American colleges and universities to conduct

group study classes on military installations as part of the worldwide GED program.

*d.* A determination by the Secretary of the Army or his duly authorized representative to permit instructors, who are employees of civilian colleges, to teach in the GED program is a permissive act strictly within the purview of his office, since such employment and access to military installations is upon invitation of the Army commander.

*e.* A favorable security check for information and education activities does not of itself constitute a clearance for access to classified defense information.

*f.* The criteria contained in paragraph 17, AR 604-5, will be used as a guide in the application of this policy.

**4. Application.** This regulation applies to all personnel, military and civilian, whether or not reimbursed, who are engaged in information and/or education activities who could—

*a.* Influence the conduct, effectiveness, or nature of information and/or education activities.

*b.* Influence the ideas, attitudes, or morale of participants in command information and/or education activities.

**5. Explanation of terms and abbreviations.**

*a. Army employee.* Civilian employee of the Army establishment, whether paid by appropriated or

✓ This regulation supersedes AR 604-20, 25 April 1967.

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nonappropriated funds, including individuals under personal service contract.

b. *National Agency Check (NAC)*. See appendix I, AR 381-130.

c. *National Agency Check and written inquiries (NACI)*. See paragraph 7, AR 381-130 and paragraph 1-3, CPR 12.

d. *Background Investigation (BI)*. See appendix II, AR 381-130 and paragraph 7, AR 604-5.

e. *File check*. Check of the following local files: military records jacket (DA Form 201) or civilian personnel folders, intelligence files, provost marshal files, medical records. (When medical records

are available on civilian personnel they will be checked.)

f. *Command monitorship*. See paragraph 10.

g. *Personnel security investigation (PSI)*. See section II AR 381-130.

h. *Sensitive position*. As explained in paragraph 4, AR 604-5.

i. *DD Form 48-1*. Certificate of Nonaffiliation with Certain Organizations.

j. *DD Form 98*. Armed Forces Security Questionnaire.

k. *DA Form 1111*. Statement of Nonaffiliation with Certain Organizations.

**6. Security requirements for personnel in information and education activities.**

MINIMUM SECURITY REQUIREMENT

	NAC	NACI	BI	COMMAND MONITOR	PSI DIR BY COMMANDER	DD 48-1	DD 98	DA 1111
<i>a. Military members selected for primary or temporary duty in the command or public information and/or education program.</i>								
(1) Citizens.....	X						X	
(2) Noncitizens.....			X					
<i>b. Civilian personnel given regular appointments for service in connection with command or public information and/or education activities on a full-time, part-time, or "when actually employed" basis.</i>								
(1) Citizens.....		X						X
(2) Noncitizens.....			X					
<i>c. Army employees engaged in command or public information and/or education activities on a full-time basis and so designated by contract.</i>								
(1) Citizens.....	X					X		
(2) Noncitizens.....			X					
<i>d. Army employees engaged in part-time nonduty hour command or public information and/or education activities, including instructors and lecturers hired by commanders.</i>								

		MINIMUM SECURITY REQUIREMENT							
		NAC	NACI	BI	COMMAND MONITOR	PSI DIR BY COM- MANDER	DD 48-1	DD 98	DA 1111
(1) Citizens									
	(a) Civil Service.....					X			X
	(b) Contractor.....					X	X		
(2) Noncitizens.....						X			
<i>e.</i> Civilians employed in oversea college programs who are paid from nonmilitary funds.									
(1) Citizens									
	(a) Hired in continental U.S.....	X*							
	(b) Hired in oversea area..	X**							
(2) Noncitizens.....						X			
<i>f.</i> Instructors from universities holding on-post or on-campus classes in tuition aide program...					X				
<i>g.</i> Guest speakers or other civilian personnel, except as provided in paragraph 1, participating in information and/or education activities not covered above.					X				
<i>h.</i> Personnel selected for training at the Defense Information School.									
(1) Military									
	(a) Citizens.....	X						X	
	(b) Noncitizens.....			X					
(2) Civilian									
	(a) Citizens.....		X						X
	(b) Noncitizens.....			X					

\*NAC requested by Department of the Army and completed prior to issuance of travel orders.

\*\*NAC requested by local commander.

**7. Responsibility.** The head of the Department of the Army agency or commander with supervisory or command responsibility for individuals or activities listed in paragraph 6 is responsible for initiation of required checks and determination that assignment or employment is clearly consistent with the interests of national security.

**8. Procedures.** *a.* Requests for personnel security investigations (PSI) will be in accordance with AR 381-130 or CPR I2.

*b.* In the event that derogatory information of a loyalty nature is disclosed regarding military or

civilian personnel, action will be taken under the provisions of AR 690-1 or AR 604-10. If derogatory information of a suitability nature is disclosed, action will be taken in accordance with applicable regulations.

*c.* Procedures relating to the GED oversea program are as follows:

- (1) At least 90 days prior to the expected date of departure for overseas, individuals indicated in paragraph 6 *e* and *f* who are being considered for positions in the college programs overseas will be re-

- quired to complete and forward one copy of DA Form 3208 (Worksheet for National Agency Check Request) and one copy of FD Form 258 (Fingerprint Card (Applicant)) to the Adjutant General, ATTN: AGMG-G, Department of the Army, Washington, D.C. 20310.
- (2) Upon request of the Adjutant General, the Commanding General, Military District of Washington, U.S. Army will request an appropriate PSI for each individual upon whom a determination of acceptability for participation in the oversea GED program is required.
  - (3) When the results of the PSI are favorable, the Adjutant General will be informed that the applicant is eligible for the GED program.
  - (4) When the results of the investigation contain significant derogatory information, the Adjutant General will advise the appropriate university official that the individual is not acceptable for participation in the program.
  - (5) When an instructor already in the GED program overseas is considered to be unsuitable for continued participation, the major area of operations commander responsible for conducting the civilian college program, or such subordinate commander as is designated by him, will establish a board, as prescribed by AR 15-6, of not less than three members (at least two of whom will be military officers and one of those a member of The Judge Advocate General Corps) to conduct a hearing on the case. The board will notify the instructor concerned of the hearings and, within limits imposed by security, will permit him to answer charges. If the instructor elects not to appear before the board, the case will be determined by the board on the basis of available evidence. Board proceedings and recommendations of the area of operations commander will be forwarded to the Adjutant General, ATTN: AGMG-G for review. The Adjutant General will forward the case with recommendations to the Under Secretary

[ACSI]

of the Army for final determination. If the Under Secretary of the Army approves the recommendations, the commander and the appropriate university official will be notified by the Adjutant General. The commander concerned will take the necessary action to terminate the GED services of the instructor. If the Under Secretary of the Army disapproves the recommendation of the Adjutant General the individual concerned will be considered eligible to teach in the college (GED) program and the appropriate commander will be notified. Commanders concerned will notify university officials if appropriate.

**9. Interim requirements.** Normally, the minimum requirements listed above will be met upon selection of the individual and before the individual undergoes training in preparation for or beginning duty with, Army information and/or education activities. However, in exceptional cases, interim requirements (using as a guide the requirements for interim clearance contained in para 13c, AR 601-5) may be established for military and civilian personnel of the Army establishment selected for information and/or education duties pending completion of the necessary investigations.

**10. Monitorship.** In view of the sensitive nature of information and education activities, commanders must maintain active and close monitorship of all personnel engaged or employed in information and/or education activities. This monitorship will include surveillance of sensitive positions not designated on official TOE or TD. Command monitorship may include initiation of additional investigations as deemed necessary in the interests of national security.

**11. Reinvestigation of civilians.** When civilian personnel have terminated their employment in information and/or education activities and have applied for reemployment at a later date, a reinvestigation will be required provided there has been a break in Government service of over 6 months. Reinvestigations of civilian employees will conform to the investigative requirements for sensitive positions outlined in AR 604-5 and CPR I2.

By Order of the Secretary of the Army:

HAROLD K. JOHNSON,  
*General, United States Army,*  
*Chief of Staff.*

Official:

KENNETH G. WICKHAM,  
*Major General, United States Army,*  
*The Adjutant General.*

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