

U.S. DEPARTMENT OF ENERGY
OTHER GOVERNMENT AGENCY (OGA) CLEARANCE ACTION REQUEST

Part 1 – Information from Other Government Agency (OGA) (to be completed by OGA)

1. Name: (Last Name, First Name, Middle Name)		2. Employee Type:	3. SSN:
		Federal	Contractor
4. DOB: (mm/dd/yyyy)	5. Place of Birth: (City, State/Country)	6. Country of Citizenship:	
7. Email:	8. Phone Number:	9. Job Title:	
10. Foreign National:	11. Multiple Citizenships: (If yes, list countries)		
Yes	No	Yes	No
12. Agency Work Address: (Street Address, City, State, Country, Zip Code)			
13. DOE Site where Access to Restricted Data/Special Nuclear Material (RD/SNM) is needed:		14. Clearance Requested:	
15. Access Required:			
TSRD – Top Secret Restricted Data			
SRD – Secret Restricted Data			
CRD – Confidential Restricted Data			
SNM – Special Nuclear Material			
16. Justification: Provide a detailed description (without revealing classified information) as to why the individual requires access. Include an explanation of the information to be accessed and for what programs the information is needed.			
17. Clearance:		18. Grant Date:	19. Clearance Active:
Q	L TS S C		Yes No
20. Investigation Type:		21. Investigation Closed Date:	22. PR Deferred:
			Yes No
23. What Agency <u>Conducted</u> the Investigation:		24. What Agency Adjudicated the Investigation:	
25. Enrolled in CE/CV:	26. Date of Enrollment:	27. Adjudicative Basis:	
Yes No		EO 12968	5 CFR 731
28. DOE Federal Sponsor: (First Name/Last Name)		29. Phone Number:	30. Email Address:

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Part 2 – Certifications

1. OGA Federal Official Name and Title:

2. Phone Number:

3. Email Address:

This certifies that the person named above requires this access in the performance of official duties and that permitting the above access will not endanger the common defense and security.

4. OGA Federal Official Signature:

5. Date:

This certifies that the person named above requires this access in the performance of official duties related to the DOE sponsoring organization.

6. DOE Federal Sponsor Signature:

7. Date:

Part 3 – DOE Approval

1. DOE Clearance Granted:

2. Granted on:

3. DOE File Number:

4. Federal Approval Official Signature: *(DOE Cognizant Personnel Security Office)*

5. Date:

Privacy Act Statement

AUTHORITY: The Atomic Energy Act of 1954, as amended, (42 U.S.C. § 2011 et seq.), the Department of Energy Organization Act (42 U.S.C. § 7101) authorizes the collection of this information. The information provided through this form is covered by a DOE Privacy Act system of record, [DOE System of Records, DOE-43, "Personnel Security Files"](#) which was last updated in volume 76 of the Federal Register, pages 66917-66920, published on December 11, 2011.

PURPOSE: The Department of Energy (DOE) will use the information collected through this form to process requests for an individual to possess a security clearance and access authorization, including requests for reinstatements and reapprovals. 42 U.S.C. 7101 et seq., 50 U.S.C. 2401 et seq., 10 C.F.R. Part 710, and Executive Orders 13764, 10865, and 13526 authorizes DOE collection of this information.

ROUTINE USE(S): DOE may disclose this information to ensure routine information sharing relevant to the processing of an access authority or clearance, including to DOE contractors in performance of their contracts, and their officers and employees who have a need for the record in the performance of their duties; competent medical authorities to determine whether an individual has an illness or mental condition of a nature which causes, or may cause, a significant defect in judgment or reliability, or is alcohol dependent or suffering from alcohol abuse; or other federal, state, or local agencies for official business purposes and validation of information related to the decision to grant access authority or a security clearance.

DISCLOSURE: Furnishing this information (including additional identifying data) is mandatory for covered individuals but voluntary for others; however, failure to furnish the requested information may be considered as a failure to cooperate under 10 Code of Federal Regulations (CFR) 710.6, Cooperation by the individual.

OMB Burden Statement

Public reporting burden for this collection of information is estimated to average 3 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of Management, MA-90, GTN, Paperwork Reduction Project (1910-1800), U.S. Department of Energy, 1000 Independence Ave., SW, Washington, DC 20585-1290; and to the Office of Management and Budget (OMB), Paperwork Reduction Project (1910-1800), Washington, DC 20503.