

INTERNAL USE ONLY - Do NOT DUPLICATE OR DISTRIBUTE
CLASSIFICATION FILE COPY ONLY
(REVISED APRIL 2005)
POSITION DESIGNATION RECORD

AGENCY: _____ PROGRAM: _____

POSITION TITLE: _____

SERIES AND GRADE: _____ MASTER RECORD #: _____

RISK DESIGNATION SYSTEM

I. PROGRAM PLACEMENT

“**IMPACT**” on Integrity and Efficiency of Service
 “**SCOPE**” of Operations for Integrity and Efficiency of Service. ...
PROGRAM PLACEMENT (Major, Substantial, Moderate, Limited) ...

II. POSITION RISK POINTS

Risk Factors & Points:

Degree of Public Trust	<input type="text"/>
Fiduciary Responsibilities	<input type="text"/>
Importance to Program	<input type="text"/>
Program Authority Level	<input type="text"/>
Supervision Received	<input type="text"/>

Total Points:

III. POSITION PLACEMENT

UNADJUSTED RISK LEVEL - ← Note “C” after the risk level if this is a
 Computer – ADP Position
 MINIMUM INVESTIGATION

ADJUSTMENTS FOR UNIQUENESS AND UNIFORMITY? COMMENTS:

FINAL PLACEMENT (RISK LEVEL / SENSITIVITY LEVEL / ACCESS LEVEL)
MINIMUM INVESTIGATION

Assigned Position Sensitivity Code: ____ - ____ - ____
 (AD-332, p.2., Section C, Block 4) ADP DTC

NACI, Non-sensitive (SF-85),
 PUBLIC TRUST POSITION (SF-85P) MBI, LBI, or BI; Non-Sensitive
 NATIONAL SECURITY POSITION – (SF-86)
 ___ MBI, Non-Critical Sensitive
 ___ LBI, BI, SBI, or SSBI; Special, Critical or Non-Critical
Access to Defense Classified Information:
 ___ None, ___ Confidential, ___ Secret, ___ Top Secret

SIGNATURE OF AGENCY DESIGNATOR _____ DATE _____