

Too often, notification of an employee's contact with foreign nationals happens only after an issue has arisen as a result of that contact. Having contact with foreigners isn't inherently bad; however, not reporting it is a violation of security requirements.

One myth associated with foreign contacts is that only non-official foreign contacts must be reported. This is wrong. All foreign contacts, whether personal or professional, must be reported.

Does that mean you're required to report contacts that you must correspond or work with in order to do your job? **YES.**

Does your rank, rate, position, or the frequency of contact exempt you? **NO.**

For more information contact:

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Foreign Contacts

Reporting Requirements



U.S. Department of Homeland Security
Office of Security
Washington, DC 20528



Homeland
Security

Presidential Decision Directive NSC-12 requires that you report all contacts with individuals of any nationality, either within or outside the scope of your official activities, in which:

- Illegal or unauthorized access is sought to classified or otherwise sensitive information.
- You are concerned that you may be the target of actual or attempted exploitation by a foreign entity.
- Requests for information go beyond the bounds of innocent curiosity or normal business inquiries; the method of or reason for contact seems suspicious in nature.
- You receive an unsolicited request for information from a foreign national or suspected foreign national, including via email.
- You are solicited or offered a gift (trip, tickets, invitation, etc.) by any representative or employee of a foreign government, including embassy or liaison personnel.

Government employees and contractors, especially those with SCI access or special program clearances, must protect themselves. They must be wary of cultivation and exploitation by foreign nationals who may be working for foreign intelligence services and to whom they might unwittingly provide sensitive information.

Personnel have a responsibility to report, within 72 hours, to their local special security official all contacts:

- That are of a close, continuing personal association, characterized by ties of kinship, affection, or obligation with foreign nationals.
- With known or suspected intelligence officers from any country.

There may be other situations in which foreign contact is likely and reportable. Some examples are:

- Membership in professional organizations which have foreign national members.
- Attendance at seminars and conferences with a worldwide interest and international attendees.

- Sponsorship of the entry or the presence of a foreign national in your household, e.g. exchange student, housecleaner, gardener, au pair, etc.
- Dating a foreign national (further reporting is required prior to cohabitation or marriage).



Foreign contact reporting is not intended to inhibit or discourage contact with foreign nationals. Rather, it permits the government to manage the risk posed by certain foreign collectors who seek to exploit personal relationships for purposes of collecting classified or sensitive information.

Failure to report foreign contacts as required may result in reevaluation of eligibility for continued SCI or special program access. Contact your local security official to obtain a foreign contact form.