DOE F 470.2 (05-05) Replaces DOE F 470.2 (09-01) All Other Editions are Obsolete

U.S. Department of Energy FACILITY DATA AND APPROVAL RECORD (FDAR)

Facility Code	2. Reason for Action:	 □ Awaiting Activa □ Terminate 	tion □ Add □ Change □ Suspend □ Reinstate	3. Previous FDAR No: Date:	4. FDAR No:
5a. Facility Name:				6. Acronym	0 00 00 000
5b. Doing Business As	:		7. Importance Rating: □A □B □C □D □E □NP □PP 8. Facility Type:		
9. Facility Location:			10. Item Numbers Modified:		
11. Unclassified Mailing Address:			12. Offices: a. Cognizant Security Agency: b. Program Secretarial Office: c. Cognizant Security Office: d. Designated Responsible Office: e. Survey Office: f. Facility Clearance Office: g. FOCI Office		
13. Classified Mailing Address:			14. RIS Code(s):		
a. Inner Envelope:			15. Special Nuclear Material: a. Category b. Attractiveness Level:	□I □II □ III □A □B □ C	□ IV □D □E
b. Outer Envelope:			16. Facility Clearance: a. Classification Level and Category: SNSI SN		
17. Classified Shipping Address:			18. Storage Capability: a. Matter Classification Level and Category: SNSI CRD CFRD CNSI U b. Approved Special Access(es) SCI COMSEC OTHER DCI CAVEATS FGI OTHER NATO WD/SIGMAS C. Material Classification Level: TS STORAGE TSRD TSRD TSRD TSRD CFRD		
			19. Approved Classified Proc ☐ Computer	cessing Communication Center	□ SCAT
20. Classified Overnight/Common Carrier: a. Company Name: b. Address:			21. Key Security Personnel a. Facility Security Officer Name: Phone: b. Nuclear Material Control & Accountability Manager Name: Phone:		
22. General Comments:			23. Basis for Facility Action a. Approved Safeguards and Security Plan: NMCA Plan Date: b. Foreign Ownership Control or Influence (FOCI) SF-328 Determination: c. Parent Code(s): d. Host Entity Code(s) e. Home Office Code: f. DOD Cage Code: g. DOD Clearance Level: h. Survey: Initial Rating Termination Rating i. Other:		
24. Created By: 25. Approved Date: 25. Approved		By:	26. SSIMS Data Entry By: Date:		

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INSTRUCTIONS

Complete Instructions on processing the DOE F 470.2 are contained in DOE M 470.S-1 and the SSIMS User Guide.

- Item 1: New facility codes are assigned by the Cognizant Security Office.
- Item 2: Check the box for the reason for action.

Awaiting Activation: List the action(s) under Item 22 awaiting for approval

Add: Complete all items except 3 and 10.

Change: Complete 1, 2, 3, 4, 6, 10, 24, 25, 26, and any block requiring change.

Terminate: Complete 1, 2, 3, 4, 10, 23, 24, 25, and 26 Suspend: Complete 1, 2, 3, 4, 10, 22, 24, 25, and 26 Reinstate: Complete 1, 2, 3, 4, 10, 22, 24, 25, and 26

- Item 3: Enter the number and date of the previous FDAR. If this is the initial FDAR enter initial and the date.
- Item 4: The format XXX-99-999 shall be used; where XXX is the abbreviation for the Cognizant Security Office; 99 is the last two digits of the calendar year, and 999 is a number assigned by the Cognizant Security Office.
- Item 5a: Use the facility's legal name.
 - 5b: Enter the doing business as name.
- Item 6: List the facility's acronym, if known.
- Item 7: Enter the importance rating based on the criteria contained in DOE M 470.S-1.
- Item 8: Enter one of the following facility types: DOE office, DOE contractor, Other Government Agency (OGA), OGA contractor,

Consultant, Common Carrier or Excluded Parent.

- Item 9: Enter the address which designates the facility's actual location.
- Item 10: List the item numbers for data modified from those on the FDAR identified in Item 3.
- Item 11: Enter the facility's unclassified mailing address.
- Item 12a: Enter the following Cognizant Security Agencies: DOE, DOD, OGA, NRC and the date of the agreement.
 - 12b-q: Enter the abbreviation for the appropriate Offices. See SSIMS User Guide for office selections.
- Item 13a-b: Enter the facility's approved inner and outer envelope classified mailing address for receiving classified matter via the U.S. Post Office.
- Item 14: Enter all Nuclear Materials Management and Safeguards System Reporting Identification Symbol (RIS) codes for the facility.
- Item 15a: Enter the highest Special Nuclear Material (SNM) Category (I, II, III, IV) to be stored or in process at one time.
 - 15b: Enter the Attractiveness Level of SNM to be stored or in process at one time. (Commercial carriers shall indicate the SNM attractiveness level and category authorized to be transported [category III or IV only]).
- Item 16a: Enter the highest classification level and category of approval of classified information that can be accessed by the facility's employees.
 - 16b: Check each item for which the facility has approval: Sensitive Compartmented Information (SCI), other Director of Central Intelligence (DCI) Caveats, Communications Security (COMSEC), Foreign Government Information (FGI), North Atlantic Treaty Organization (NATO), WD/Sigmas, and Other
 - 16c: Check item if facility has an Interim Facility Clearance.
 - 16d: Check item if facility has a Limited Facility Clearance. This must be checked for all DOD Contractors and OGA Contractors for which DOE does not have a contractual relationship or an agreement.
- Item 17: Enter the U.S. Postal Service Address for shipping classified material (i.e., equipment, parts, assemblies, etc.)
- Item 18a: Enter the highest classification level and category of approval of classified information that can be stored at the facility location.
 - 18b: Check each item for which the facility has approval: SCI, other DCI Caveats, COMSEC, FGI, NATO, WD/Sigmas and Other.
 - 18c: Enter the highest classification level of material (i.e., equipment, parts, assemblies, etc.)
- Item 19: Check approved classified processing items for which the facility has received written approval.
- Item 20a: Enter the company name of the carrier.
 - 20b: Enter the address for shipping classified material when using a commercial carrier.
- Item 21a: Enter the name and telephone number, with the area code, of the individual responsible for overseeing security at the facility.
 - 21b: Enter the name and telephone number, with the area code, of the individual responsible for Material Control and Accountability activities at the facility.
- Item 22: Provide any general comments that may apply. Suspend and Reinstate must be explained.
- Item 23a-i: Complete the appropriate blocks identifying the basis for granting facility approval. Enter the date(s) of the applicable documents.
- Item 24: Identify the individual who prepared the FDAR and the date created.
- Item 25: To be completed by the Cognizant Security Office. Enter name (typed) of the person approving the FDAR for action and the date signed. A signature is required.
- Item 26: Identify the person entering data into the Safeguards and Security Information Management System (SSIMS) and the date entered.