

MEMORANDUM FOR SUBJECT

FROM: Personnel Security Program Manager

SUBJECT: Discontinuation of Access Eligibility Determination

Reference is made to your Questionnaire for National Security Positions signed on [insert date], which was forwarded to this office in connection with a Department of Energy security clearance request.

A review of that form disclosed recent use of illegal drugs. [Insert a brief description of the circumstances such as: *Specifically, you listed marijuana use 1 time in 5/02; 1 time in 2/03; and 1 time in 3/07.*]

This office has discontinued the personnel security processing of your security clearance due to your illegal drug usage within twelve months of the signing of your security clearance application.

This concludes the review of this matter in accordance with the Secretary of Energy's September 14, 2007, memorandum, a copy of which is attached for your ease of reference.

Attachment: As stated