

**IMPLEMENTATION OF
DEPARTMENT OF ENERGY ACQUISITION REGULATION (DEAR)
DEAR 952.204-2 SECURITY (AUG 2009) CLAUSE
REQUIREMENTS FACT SHEET**

Access Authorization (Security Clearance) Request Information

Applicants: Access Authorization requests will not be accepted or processed without a background review and drug test results.

Reciprocity: A background review is not required for cases in which a clearance may be granted through reciprocity.

Reinstates: Employees eligible for reinstatement without a background investigation do not require a background review; however, the background review will be required for employees who have not been investigated in the past 10 years.

Background Review Requirements

1. The results of a test that demonstrates the absence of any illegal drugs (existing requirements: 10 CFR 707; DEAR 970.5223-4 Workplace Substance Abuse Programs; DEAR 952.204-2).
2. A background review, which must:
 - Verify an uncleared applicant's or uncleared employee's education background including any high school diploma obtained within the past five years or degrees or diplomas granted by an institution of higher learning;
 - Contact listed employers for the last three years and listed personal references;
 - Conduct local law enforcement checks (when such checks are not prohibited by state or local law or regulation and when the uncleared applicant or uncleared employee resides in the jurisdiction where the Contractor is located); and
 - Conduct a credit check or other checks, as appropriate.

3. All requests for initial access authorizations must include certification of the following information concerning each uncleared applicant or uncleared employee who is selected for a position requiring an access authorization:

- The date(s) each review was conducted;
- Each entity that provided information concerning the individual;
- A certification that the review was conducted in accordance with all applicable laws, regulations, and Executive Orders, including those governing the processing and privacy of an individual's information collected during the review;
- A certification that all information collected during the review was reviewed and evaluated in accordance with the Contractor's personnel policies; and,
- Results of drug test.

Contractor References

Workplace Substance Abuse Programs at DOE Sites 10 CFR 707

<http://www.hss.energy.gov/HealthSafety//WSHP/rule851/rule707.html>

Department of Energy Acquisition Regulation (DEAR) 48 CFR952.204-2

<http://management.energy.gov/DEAR.htm>