DOE F 470.2 (09/2012) Replaces DOE F 470.2 (05-05) All Other Editions Are Obsolete

## U.S. DEPARTMENT OF ENERGY FACILITY DATA AND APPROVAL RECORD (FDAR)

1. Facility Code:		vaiting Activation  Adderminate  Suspend	□ Change □ Reinstate	3. Previous FD Date:	OAR No:	4. FDAR No:
5a. Facility Name: 5b. Doing Business As:		6. Acronym 7. Importance Is this facility 8. Facility Type	nportance Rating: □ A □ B □ C □ D □ E □ NP □ PP this facility considered a Critical National Infrastructure? □ Yes □ No			
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:			Special Nuclear Material:			
b. Outer Envelope:			a. Classification Level and Category:  SNSI SRD			
c. Offices with Classif	fied Mail Address Interest: Storage Level:		□ OTHER: □ CNWDI □ WD/SIGMAS: c. □ Interim Facility d. □ Limited Facility	□ N	ATO	
			a. Matter Classifica  b. Approved Specia  SCI  OTHER DCI C  OTHER:  CNWDI  WD/SIGMAS:  Material Classified  Computer	al Access(es)  CAVEATS For N  cation Level:	OMSEC GI ATO	TSFRD   TSNSI   SRD   SFRD   SFRD   CFRD   CNSI   U
20. Classified Overnight/Common Carrier:			E-Mail: b. Nuclear Material	Officer  Control & Acco	untability Manager	none:
22. General Comments:			Determination: Annual Review a c. Parent Code(s): d. Host Entity Code e. Home Office Cod f. DOD Cage Code g. DOD Clearance h. Survey: Initia	uards and Secu e: curity Assurance Expiration Date: hip Control or In and Certification e(s): de: e: Level:	e Date: fluence (FOCI) SF-328:	
24. Created By and Date: 25. Approved By and			Date:		26. SSIMS Data Entry By	and Date:
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## INSTRUCTIONS

Complete Instructions on processing the DOE F 470.2 are contained in DOE O 470.4B 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 FFFFFF-XXX-99-999 shall be used; where FFFFFF is the facility code, 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 O 470.4B. Indicate if this facility is considered a Critical National Infrastructure.

Item 8: Enter one of the following facility types: DOE office, DOE contractor, Other Government Agency (OGA), OGA contractor, OGA Contractor WFO,

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-g: 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.

13c: Enter any other Offices with Interest in this facility's Classified Mailing Address. Specify the Office Code and Storage Level Required (up to the

maximum defined by item 18a.)

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,

Critical Nuclear Weapon Design Information (CNWDI) 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, CNWDI, 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 20: Enter the address for shipping classified material when using a commercial carrier.

Item 21a: Enter the name, telephone number, with the area code, and E-Mail address, 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.