



**PERSONNEL SECURITY**

<p><b>5. <u>Incident Reports</u>: Does the unit maintain records of unfavorable information (MP Blotter, UCMJ actions, LOI's etc.,) reported through G2? How is the S-2 notified and how are the Following actions submitted? (AR 380-67, Chp 8) <b>NON-CRITICAL</b></b></p>	Battalion			
<p><b>a. Is Central Clearance Facility notified via JPAS, when credible derogatory information about a member of the command is learned? (AR 380-67 Chapter 8-101 b (1))</b></p>	Battalion			
<p><b>b. Are supporting documents provided to G2 for forwarding to Central Clearance Facility In a timely manner – follow-up reports will be submitted at 90-day intervals if the commander has not taken final action? (AR 380-67 Chapter 8-101 b (2))</b></p>	Battalion			
<p><b>c. Does the incident report reflect the Commander's recommendation, the name, grade, title of Security Manager and was the report provided through G2 to Army CCF?</b></p>	Battalion			
<p><b>6. <u>Letters of Intent (LOI)</u>: When the Commander receives a Letter of Intent (LOI) to deny or Revoke an individual's security clearance, how do you:</b></p>	Battalion			
<p><b>a. Suspend local access, ensure individual is provided the LOI, obtain their signature on the Statement of Reasons and Statement of Intention (IACF-AD FL 61), and return it to G2 in a timely manner so Army CCF is notified? (AR 380-67 Chapter 8)</b></p>	Battalion			
<p><b>b. Ensure Individual's rebuttal is submitted to Army CCF within 60 days after they sign the IACF- AD FL 61? How is this tracked?</b></p>	Battalion			
<p><b>c. When a Security Manager/CDR receives an LOI concerning a person who is no longer assigned to the command, does the Security Manager/CDR notify G2 and provide G2 with a copy of PCS/ETS orders?</b></p>	Battalion			
<p><b>7. <u>Request to Research/Upgrade Eligibility (RRUs)</u>: Is an RRU submitted (via JPAS) to CCF When a final clearance is not received within 180 days of the completions of the requisite Investigation? ( Joint Personnel Adjudication System (JPAS), Oct 05)</b></p>	Battalion			
<p><b>8. <u>eQIP</u>: When initiating an investigation via eQIP how do you:</b> ATZT-IS-S, Letter of Instruction (LOI) for Mandatory use of the Electronic Questionnaires for Investigations Processing (eQIP) of the Standard Form (SF86) within the MANSCEN, dtd 27 Jun 06 and AR 380-67 Para 3.</p>	Battalion			
<p><b>a. Conduct a local records check with the PMO, GLWACH, OPF and Security, to include Verification of citizenship?</b></p>	Battalion			
<p><b>b. Submit SF86 thru G2 for review and approval prior to releasing eQIP in JPAS?</b></p>	Battalion			
<p><b>c. Signature sheets – SF86 certification, Info release and medical release (when required) Uploaded (preferred) or faxed, and if required fingerprints submitted live-scan?</b></p>	Battalion)			
<p><b>d. Verify in JPAS – SII Index, that investigation has been scheduled vs. received?</b></p>	Battalion			
<p><b>9. Does the Security Manager safeguard personnel security information, investigative reports and restrict access? IAW Chapter 10, AR 380-67.</b></p>	Battalion			
<p><b>10. Does the Security Manager conduct recurring personnel security inspections of subordinate unit/activities and maintain evaluation records? (AR 380-67, Para 11-103)?</b></p>	Battalion			
<b>Inspector Notes:</b>				