

CATEGORY C
Nashville District (LRN) Security Contract Requirements
Foreign National Contractors And Subcontractors

All non-U.S. Citizen Contractor and Subcontractor employees (hereinafter FN CSEs), including permanent residents who work on LRN contracts or task orders, shall be approved by the Headquarters US Army Corps of Engineers (HQUSACE) Foreign Disclosure Officer (FDO) or Department of the Army as required before beginning work on the contract/task order in accordance with:

(1) Army Regulation 380-10, *Foreign Disclosure and Contacts with Foreign Representatives* which specifies "...foreign requests for visit authorization (RVA) must be submitted 30 days prior to the proposed start date for visits to Department of the Army Organizations."

(2) Department of the Army, Office of the Deputy Chief of Staff, G-2, Memorandum For Army Foreign Disclosure Community, dated 14 June 2013, further states, "While HQDA, ODCS, G-2, has exercised leniency on the enforcement of this requirement for a number of years, it can no longer support nor accommodate the high number of short fused RVA's, which occur on a daily basis. Effective 1 July 2013, HQDA, ODCS, G-2 shall automatically return without action all foreign government RVA's to DA organizations submitted less than ten business days (usually 14 calendar days) prior to the requested start date of the visit."

NOTE: The maximum approval period for all FN CSEs is one (1) year. A new request shall be submitted to LRN-SM at least 30 days prior to the expiration to allow time for HQUSACE and/or Department of the Army to approve the request prior to the expiration.

Additional Requirements for Non-U.S. Citizens living in the US for at least three (3) years AND recently appointed U.S. Citizens (i.e. U.S. Citizen with less than five (5) years of U.S. Citizenship). In addition to the requirements listed for FNs above, **all non-U.S. Citizens who have lived in the United States for at least three years AND recently appointed U.S. Citizens** proposed for work under this contract for more than six (6) months **must also submit** a complete investigation package in PSIP for Long-Term Approval.

Guidance on the Submission Process for Foreign Nationals (FNs) can be found at <http://www.lrn.usace.army.mil/BusinessWithUs/Contracting/Contract Security Requirements/ Submission Process for Foreign National Contractors>

Record Keeping: The COR and the Contractor are responsible for ensuring only approved CSEs are on-site at all times. An example of a CSE Contractor Tracker spreadsheet is available at <http://www.lrn.usace.army.mil/BusinessWithUs/Contracting/Contract Security Requirements/ Example Contractor Tracker>. The Contractor and COR must protect all sensitive personal information such as social security numbers, birth dates, etc.