

**Lockheed Martin Space Systems Company  
Vandenberg Launch Operations  
Security Requirements Agreement For Subcontractors**

**1.0 GENERAL**

**1.1 CONTRACT CLASSIFICATION**

- 1.1.1 The Contract is unclassified in nature.
- 1.1.2 This subcontractor shall not be granted access to classified information or material.
- 1.1.3 The subcontractor shall not generate classified material or information as a result of this Contract.

**1.2 ESCORT REQUIREMENTS**

- 1.2.1 Lockheed Martin Space Systems (LMSS), hereinafter referred to as the Contractor, shall furnish properly cleared escort personnel whenever the subcontractor work effort requires access to controlled/restricted areas.
- 1.2.2 The subcontractor shall instruct his employees to remain within designated work areas unless under proper escort of a Contractor employee.
- 1.2.3 Escorts are not required when operating in an uncontrolled area.
- 1.2.4 The subcontractor will be notified in advance when work will be performed in a controlled/restricted area requiring escorting or special access requirements.

**1.3 SECURITY REPRESENTATIVE**

- 1.3.1 The subcontractor shall designate a Security Representative, notifying the contractor of such appointment by letter. The letter shall include the Security Representative's:
  - **NAME**
  - **TITLE**
  - **TELEPHONE NUMBER**
- 1.3.2 The Security Representative shall be responsible for the control of badges and area permits issued by or through LMA Security and/or Safety.

**2.0 BADGE REQUIREMENTS**

**2.1 BADGES**

- 2.1.1 When appropriate, contractor security will issue, in bulk, sufficient badges for reissue to subcontractor personnel.
- 2.1.2 The subcontractor is required to:
  - 2.1.2.1 Submit to the contractor security office an access list providing names and social security numbers of all employees assigned to the work effort. This letter of access must be kept up-to-date at all times.
  - 2.1.2.2 Assure turn-in of badges by his employees upon termination or leave of absence in excess of five days.
  - 2.1.2.3 Report lost badges immediately by telephone to the contractor Security Office or the contractor Project Engineer.

2.1.2.4 At Contract closeout, assure all badges are accounted for.

2.1.3 The provided badges must be worn by subcontractor personnel in assigned work areas at all times.

### **3.0 VEHICLE REGISTRATION**

#### **3.1 BASE REQUIREMENTS**

3.1.1 VAFB Regulations establish the following requirements for personnel driving motor vehicles on Base:

3.1.1.1 Minimum liability insurance coverage is \$15,000, \$30,000 and \$5,000.

3.1.1.2 Valid State Operator's license and vehicle registration.

#### **3.2 LOCKHEED MARTIN RESPONSIBILITIES**

3.2.1 Complete VAN Form 539 (Contractor Application for Vehicular Access) and make distribution.

#### **3.3 SUBCONTRACTOR EMPLOYEE RESPONSIBILITIES**

3.3.1 Assure decal is posted on vehicle as directed by Force Protection personnel.

3.3.2 Assure removal of decals upon termination or layoff.

3.3.3 Adhere to all traffic control signs and lights.

3.3.4 Subcontractor personnel are individually responsible for traffic citations and vehicle incidents while on Base.

### **4.0 CONTRACT COMPLETION**

4.1 Subcontractor will return all badges and Lockheed Martin-related material.

### **5.0 PHOTOGRAPHY**

5.1 Photography is generally prohibited on Base. Contact LMSS Security Office for further details on the Base Photography policy.

### **6.0 IDENTIFICATION MEDIA**

6.1 Every subcontractor employee should carry identification with a picture affixed while on Vandenberg AFB, e.g., driver's license, identification credential issued by the DMV, etc.

### **7.0 FOREIGN NATIONALS**

7.1 Government regulations prohibit Foreign Nationals from conducting business/working on VAFB or having access to certain technology without special permission from the government. A "Foreign National" is defined as follows:

Persons who **are not** U.S. Citizens, U.S. Nationals (person, though not a citizen of the U.S., owes permanent allegiance to the U.S.), or immigrant aliens to the U.S.

August 15, 2001

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