

ALARACT 054/2023

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UNCLAS

SUBJ/ALARACT 054/2023 – PHYSICAL SECURITY PERSONNEL SECURITY
RELIABILITY PROGRAM

THIS ALARACT MESSAGE HAS BEEN TRANSMITTED BY JSP ON BEHALF OF
HQDA, DCS, OPMG

1. (U) REFERENCES:

1.A. (U) AR 190–13, THE ARMY PHYSICAL SECURITY PROGRAM

1.B. (U) AR 190–11, PHYSICAL SECURITY OF ARMS, AMMUNITION, AND
EXPLOSIVES

1.C. (U) AR 190–51, SECURITY OF UNCLASSIFIED ARMY RESOURCES
(SENSITIVE AND NONSENSITIVE)

1.D. (U) AR 190–56, THE ARMY CIVILIAN POLICE AND SECURITY GUARD
PROGRAM

1.E. (U) DA FORM 7708, PERSONNEL RELIABILITY SCREENING AND
EVALUATION (APD AEM v1.02ES)

2. (U) THE PURPOSE OF THIS MESSAGE IS TO CLARIFY POLICY AND GUIDANCE
REGARDING SCREENING PERSONNEL FOR POSITIONS OF TRUST IN
ACCORDANCE WITH THE ABOVE ARMY REGULATIONS (REF 1.A THROUGH REF
1.D) AND DA FORM 7708 (REF 1.E).

3. (U) AR 190–13 (REF 1.A) DIRECTS POLICY FOR CONDUCTING AND
DETERMINING THE SUITABILITY, RELIABILITY, AND TRUSTWORTHINESS OF
INDIVIDUALS WITH DUTIES IN ARMY PHYSICAL SECURITY PROGRAMS; IT
PRESCRIBES THE USE OF DA FORM 7708 AND PROVIDES INSTRUCTIONS FOR
COMPLETING DA FORM 7708. DA FORM 7708 AND INSTRUCTIONS ARE ALSO
USED BY ARMY PROGRAMS WITH DUTY POSITIONS THAT WARRANT A
GREATER DEGREE OF CONTINUING OVERSIGHT DUE TO THE SENSITIVITY OF
DUTIES. SOME OF THESE POSITIONS INCLUDE, BUT ARE NOT LIMITED TO,
PERSONNEL ASSIGNED DUTIES INVOLVED IN THE CONTROL OF ARMS,
AMMUNITION, AND EXPLOSIVES (AA&E), UNACCOMPANIED ACCESS TO AA&E,
OR UNCCOMPANIED ACCESS TO CONTROLLED MEDICAL SUBSTANCES.

4. (U) PERSONNEL RELIABILITY PROGRAM.

4.A. (U) DA FORM 7708 AND INSTRUCTIONAL GUIDANCE IN AR 190-13 (REF 1.A) COVERS ALL SCREENING CRITERIA THAT COULD BE EVALUATED. HOWEVER, AR 190-13 IS NOT THE GOVERNING POLICY ON WHAT IS SPECIFICALLY REQUIRED FOR EACH PROGRAM. SEE APPLICABLE REGULATIONS (FOR EXAMPLE, AR 190-11, AR 190-51, OR AR 190-56) FOR THE APPROPRIATE SCREENING CRITERIA REQUIRED FOR EACH PROGRAM.

4.B. (U) ARMY PHYSICAL SECURITY REGULATIONS OUTLINE POSITIONS OR DUTIES AND APPLICABLE SCREENING CRITERIA. WHEN USING DA FORM 7708, REFER TO THE APPLICABLE ARMY PHYSICAL SECURITY REGULATION TO DETERMINE WHAT SCREENING IS REQUIRED AND WHEN IT IS REQUIRED. NOT ALL FIELDS MAY BE NECESSARY FOR PARTICULAR REGULATIONS' PERSONNEL RELIABILITY PROGRAMS. FOR EXAMPLES, SEE THE FOLLOWING:

4.B.1. (U) IN AR 190-13, DA FORM 7708 SUPERSEDES THE USE OF DA FORM 7281 IN AR 190-11. THIS POLICY MANDATES THAT PERSONNEL ASSIGNED DUTIES INVOLVED IN THE CONTROL, ACCOUNTABILITY, RECEIPT, STORAGE, ISSUE, AND SHIPMENT OF AA&E; UNESCORTED ACCESS TO AA&E; OR AUTHORIZED TO ISSUE OR CONTROL KEYS TO AA&E STORAGE FACILITIES WILL BE SCREENED ACCORDING TO THE PERSONNEL RELIABILITY PROGRAM CRITERIA EVERY THREE YEARS (REGARDLESS OF THE CATEGORY OF THE ASSOCIATED AA&E). THIS POLICY DOES NOT REQUIRE PART IV (CHECK OF MEDICAL RECORDS) TO BE COMPLETED FOR DA CIVILIANS OR CONTRACTED EMPLOYEES.

4.B.2. (U) COMMANDERS OR DIRECTORS MAY CONDUCT PERSONNEL RELIABILITY PROGRAM SCREENINGS MORE OFTEN AND MAKE A DETERMINATION TO SUSPEND OR REMOVE A PERSON FROM ACCESS WHEN DOUBT EXISTS TO THEIR RELIABILITY OR TRUSTWORTHINESS. THE FOLLOWING DISQUALIFYING FACTORS WILL BE CONSIDERED: RECORD OF ALCOHOL ABUSE; RECORD OF UNAUTHORIZED USE, SALE, OR POSSESSION OF DRUGS AND NARCOTICS; RECORD OF MENTAL INSTABILITY OR DISORDERS; RECORD OF JUDICIAL OR NONJUDICIAL PUNISHMENT; PATTERN OF BEHAVIOR OR ACTIONS WHICH ARE REASONABLY INDICATIVE OF A CONTEMPTUOUS ATTITUDE TOWARD THE LAW; PERSONNEL WITH QUALIFYING CONVICTION UNDER THE LAUTENBERG AMENDMENT (STAFF JUDGE ADVOCATE/COMMAND JUDGE ADVOCATE COORDINATION REQUIRED); ANY OTHER CHARACTER TRAIT, A RECORD OF CONDUCT, OR ADVERSE INFORMATION, WHICH, IN THE COMMANDER'S/DIRECTOR'S/MANAGER'S JUDGMENT, WOULD BE PREJUDICIAL TO RELIABILITY OR TRUSTWORTHINESS.

4.B.3. (U) THE COMMANDER OR DIRECTOR IS RESPONSIBLE TO RETAIN A COMPLETED DD FORM 7708, USED FOR THE PURPOSES IDENTIFIED IN

PARAGRAPH 4.B.1., FOR 10 YEARS FROM THE DATE THE FORM WAS SUPERSEDED OR EXPIRED, THEN DESTROYED.

4.C. (U) AR 190–13 (REF 1.A) IS BEING PREPARED FOR ARMY STAFFING TO CLARIFY POLICY, INSTRUCTIONS, AND ADD FURTHER UPDATES TO DA FORM 7708.

4.C.1. (U) THE SCREENING AND DECISION CONCERNING THE RELIABILITY OF PERSONNEL FOR DUTIES THAT REQUIRE THE USE OF DA FORM 7708 ARE INHERENTLY A GOVERNMENTAL FUNCTION. CONTRACTORS CANNOT CERTIFY THEIR OWN PERSONNEL INTO THESE PROGRAMS. THE DECISION TO QUALIFY OR DISQUALIFY RESTS WITH THE COMMANDER OR DIRECTOR.

4.C.2. (U) APPLICABLE PHYSICAL SECURITY POLICIES AND CRITERIA FOR EACH PROGRAM (REF 1.B, REF 1.C, AND REF 1.D) ARE ALSO BEING PREPARED FOR STAFFING TO NEST WITH AR 190–13'S OVERARCHING POLICY.

4.C.3. (U) DA FORM 7708 (APD AEM v1.02ES) HAS BEEN RECENTLY UPDATED SO PARTS II-VI CAN BE COMPLETED IN ANY ORDER.

4.C.4. (U) DA FORM 7708, WHEN FILLED IN, WILL BE PROTECTED ACCORDING TO CONTROLLED UNCLASSIFIED INFORMATION POLICY BECAUSE IT CONTAINS PERSONALLY IDENTIFYING INFORMATION.

5. (U) THE OPMG POINT OF CONTACT IS MR. SCOTT PETROWSKI, DAPM-PSD, COMM 571-982-2021, OR SCOTT.T.PETROWSKI.CIV@ARMY.MIL.

6. (U) THIS ALARACT MESSAGE EXPIRES ON 28 JUNE 2024.