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Sensitive Compartmented Information Facilities (SCIF)

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OVERVIEW

- The following slides are designed to give you a brief overview of key definitions and some basic construction requirements associated with the construction of a SCIF.
- It is not all inclusive. The specific DCID must be reviewed for all the requirements.

Sensitive Compartmented Information (SCI)

- Definition: -- classified information concerning or derived from intelligence sources, methods, or analytical processes, which is required to be handled within formal access control systems established by the Director of Central Intelligence.

SCI Facility (SCIF)

- Definition -- an accredited area, room, group of rooms, buildings, or installation where SCI may be stored, used, discussed, and/or processed.

Need-to-know

- Definition -- "Need-to-know" means a determination made by an authorized holder of classified information that a prospective recipient requires access to specific classified information in order to perform a lawful and authorized function. Such person shall possess an appropriate security clearance and access approvals in accordance with DCID 1/14 (superseded by DCID 6/4).

Accreditation of SCI Facilities (SCIFs)

- Definition -- the formal certification of a specific place referred to as a SCIF that meets prescribed DCID 1/21 (superseded by 6/9 11/02) physical and technical security standards.

Cognizant Security Agency (CSA)

- Definition -- Intelligence organizations or agencies as defined in E.O.12333 that have the authority and are responsible for all aspects of security program management with respect to the protection of intelligence sources and methods and for implementation of the DCIDs for activities under their purview.

Senior Officials of the Intelligence Community (SOIC)

- Definition-- the head of an agency, office, bureau, or intelligence element listed in Section 3.4(f) (1 through 6) of Executive Order 12333 or successor orders, directives or laws

SCI ACCESS

- Approvals shall be granted by the SOIC having cognizance of the persons involved. In addition, for persons in non-National Foreign Intelligence Board (NFIB) government organizations, SCI access approvals are granted by the DCI through the CIA.

Construction and Protection Requirements and Standards.

- All SCI must be stored within accredited SCIFs.
- Accrediting authorities are responsible for ensuring that SCIFs are established only when there are clear operational requirements and when existing SCIFs are not adequate to support the requirement. The requirements justifying a new SCIF shall be documented and maintained with accreditation records. Physical security standards for the construction and protection of such facilities are prescribed in the current DCID 1/21 (DCID 6/9), Physical Security Standards for Sensitive Compartmented Information.

Accreditation of SCIFs

- The DCI has responsibility for all SCIF accreditation and can delegate that authority.
- Except where specific agreement exists, introduction of an additional program into a previously accredited SCIF requires the joint approval of the host SOIC and the responsible SOIC requesting tenant status.
- The CIA shall accredit SCIFs for Executive Branch departments and agencies outside the Intelligence Community, and for the Legislative and Judicial branches.

Closed Storage

- Inside U.S:
 - (a) The SCIF must meet the specifications in Chapter 4 (Permanent Dry Wall Construction).
 - (b) The SCIF must be alarmed in accordance with Annex B to this manual.
 - (c) SCI must be stored in GSA approved security containers.

Closed Storage

(d) There must be a response force capable of responding to an alarm within 15 minutes after annunciation and a reserve response force available to assist the responding force.

(e) The CSA may require any SCIF perimeter walls accessible from exterior building ground level to meet the equivalent protection afforded by Chapter 4 (Expanded Metal) construction requirement.

Open Storage

- Inside US:
- When open storage is justified and approved by the CSA, the SCIF must:
 - (a) be alarmed in accordance with Annex B;
 - (b) have a response force capable of responding to an alarm within 5 minutes and a reserve response force available to assist the response force; and

Open Storage

(c) meet one of the following:

(1) SCIFs within a controlled US government compound or equivalent may use specifications indicated in Chapter 4 (Permanent Dry Wall Construction); or

(2) SCIFs within a controlled building with continuous personnel access control, may use specifications indicated in Chapter 4 (Permanent Dry Wall Construction). The CSA may require any SCIF perimeter walls accessible from exterior building ground level to meet the equivalent protection afforded by Chapter 4 (Expanded Metal) construction requirements; or

Open Storage

(3) SCIFS which are not located in a controlled building or compound may use specifications indicated in Chapter 4 (Expanded Metal) or (Vault) constructions requirements.

Construction

The SCIF perimeter walls, floors and ceiling, will be permanently constructed and attached to each other. All construction must be done in such a manner as to provide visual evidence of unauthorized penetration.

Sound Attenuation

The SCIF perimeter walls, doors, windows, floors and ceiling, including all openings, shall provide sufficient sound attenuation to preclude inadvertent disclosure of conversation. The requirements for sound attenuation are contained within Annex E.

Entrance, Exit, and Access Doors

- Primary entrance doors to SCIFs shall be limited to one.
- In some circumstances, an emergency exit door may be required. In cases where local fire regulations are more stringent, they will be complied with.
- All SCIF perimeter doors must be plumbed in their frames and the frame firmly affixed to the surrounding wall.
- All SCIF primary entrance doors must be equipped with an automatic door closer, a GSA-approved combination lock and an access control device with the following requirements:[Note 2]
- **Note 2:** *This requirement does not apply to the GSA approved Class 5, 6, and 8 vault doors.*

Door Construction Types

- (a) Solid wood core door, a minimum of 1 3/4 inches thick.
- (b) Sixteen gauge metal cladding over wood or composition materials, a minimum of 1 3/4 inches thick. The metal cladding shall be continuous and cover the entire front and back surface of the door.
- (c) Metal fire or acoustical protection doors, a minimum of 1 3/4 inches thick. A foreign manufactured equivalent may be used if approved by the CSA.
- (d) A joined metal rolling door, minimum of 22 gauge, used as a loading dock or garage structure must be approved on a case-by-case basis.

Physical Protection of Vents, Ducts, and Pipes

- All vents, ducts, and similar openings in excess of 96 square inches that enter or pass through a SCIF must be protected with either bars, or grills, or commercial metal duct sound baffles that meet appropriate sound attenuation class as specified in Annex E.

Windows

- All windows which might reasonably afford visual surveillance of personnel, documents, materials, or activities within the facility, shall be made opaque or equipped with blinds, drapes or other coverings to preclude such visual surveillance.
- All perimeter windows at ground level shall be covered by an IDS.