

Public Safety Client's Security Guide CR20160607

General Security Requirements

All contractors and sub-contractors employed on this contract must support the PUBLIC SAFETY CLIENT's security environment by complying with the directives described in this document.

1. Physical access is restricted to those specific areas of PUBLIC SAFETY CLIENT facilities required to meet the contract's objectives.
2. No Protected or Classified information or other assets will be removed from the PUBLIC SAFETY CLIENT facility without the approval of the Departmental representative or technical authority. If approved the transport and/or transmittal must comply with the security requirements identified in the PUBLIC SAFETY CLIENT's Transport and Transmittal Guide.
3. Restricted items such as cameras, mobile telephones, and audio/visual devices will be surrendered to the main security desk upon arrival at any PUBLIC SAFETY CLIENT facility unless prior written approval has been obtained.
4. If applicable the contractor must hold a valid Document Safeguarding Capability (DSC).
5. The information disclosed under this contract will be administered, maintained, and disposed of in accordance with PUBLIC SAFETY CLIENT Security Policies and the Policy on Government Security.
6. The contractor will promptly notify the PUBLIC SAFETY CLIENT of any unauthorized use or disclosure of the information exchanged under this contract and will furnish the PUBLIC SAFETY CLIENT with details of the unauthorized use or disclosure.
7. The contractor will be responsible for advising the PUBLIC SAFETY CLIENT of any changes in personnel security requirements. Ie: Cleared personnel leaving the company or no longer supporting the PUBLIC SAFETY CLIENT contract, new personnel requiring a clearance and personnel requiring clearance renewal.
8. All contractor personnel will be required to obtain and maintain a personnel security clearance commensurate with the sensitivity of the work being performed throughout the life cycle of the contract (in accordance with the provisions of the SRCL).

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Personnel Security Requirements

PUBLIC SAFETY CLIENT Facility Access, Level 2

For contractors who only require access to a PUBLIC SAFETY CLIENT facility and will not have access to protected or classified information, systems, assets and facilities. In this scenario, the PUBLIC SAFETY CLIENT wishes to conduct local law enforcement checks only. For PWGSC procurement purposes, this should be identified in the contractual documents.

Contractor personnel must submit to local law enforcement verification by the PUBLIC SAFETY CLIENT, prior to admittance to the facility or site. The PUBLIC SAFETY CLIENT reserves the right to deny access to any facility or site or part thereof to any contractor personnel, at any time.

When the PUBLIC SAFETY CLIENT requires Facility Access Level 2; the successful Bidder, Contractor will submit the following to the PUBLIC SAFETY CLIENT:

1. Form TBS 330-23
2. Copy of Photo Identification (Front and Back)

The PUBLIC SAFETY CLIENT:

1. will conduct local law enforcement checks.
2. is responsible for escorting requirements on its facilities or sites