



Contractor Equivalent Background Check Questionnaire

Company Name:

Date of Questionnaire:

Reference:

FOR OFFICIAL USE ONLY (FOUO)/CONTROLLED UNCLASSIFIED INFORMATION (CUI)
Supplement from Missile Defense Agency (MDA) Contract, Delivered to the Contractor via
DD Form 254, Under Sections for Access and Background Checks

Section A: By completion of this questionnaire, the Contractor listed above acknowledges that formal procedures have been developed and incorporated related to background checks for new or existing employees who might access MDA CUI who do not possess a favorable National Agency Check with Inquires (NACI), or more stringent personnel security investigation, and have physical or logical access to MDA FOUO/CUI program information. Detailed responses are provided for each of the four questions below which fully describes how the Contractor is compliant (or not compliant) with requirements listed within the above reference (when seeking approval of contractor-equivalent processes).

1. Verification of Citizenship? Yes No

Describe Process, including identification of third-party service or website used to conduct the screening:

2. Verification of Personal Identification (SSN)? Yes No

Describe Process, including identification of third-party service or website used to conduct the screening:

3. Completion of Criminal Background Check? Yes No

Describe Process, including identification of third-party service or website used to conduct the screening:

4. Completion of Credit Report Check? Yes No

Describe Process, including identification of third-party service or website used to conduct the screening:

5. Contractor Point-of-Contact (POC)

Name and Title:

Email:

Telephone:

Signature:

Section B: Review and Approval Process

1. AR Security POC has Reviewed Process and Compliance:

Signature: _____

Comments:

2. Prime Contractor has Reviewed Process and Compliance (As Applicable):

Signature: _____

Comments:

3. Government Program Approval (As Applicable):

Signature: _____

Comments:

4. MDA Special Security Office (MDA/SSO) Review and Approval:

Signature: _____

Comments:
