



Serving
GOVERNMENT,
Serving
CANADIANS.

CIPMM Information Session

May 30, 2018

Alexandre Parent
Senior Client Relations Officer
Industrial Security Sector
Public Services and Procurement Canada



Gouvernement
du Canada

Government
of Canada

Canada

Overview

- Contract Security Program
- Organizational security clearances and subsets
- Personnel security screenings
- Who does what
- Sponsorship process
- Useful links
- Contact us





Contract Security Program



To work on a federal government sensitive contract with security requirements, an organization must be registered in the Contract Security Program (CSP).

The *Policy on Government Security* gives Public Services and Procurement Canada the authority to administer the CSP in order to ensure that the Government of Canada security requirements for personnel, physical and information technology security are met in the contracting process.

Organization security clearances

	Organization Screening	Information and Assets	Personnel Security Screening
CLASSIFIED National Interest 	Facility Security Clearance	Top Secret	Top Secret
		Secret	Secret
		Confidential	
PROTECTED Non-national Interest 	Designated Organization Screening	Protected C	Enhanced RS
		Protected B	Reliability Status (RS)
		Protected A	

Organization security clearance subsets

Document Safeguarding Capability

- If the contract requires the **safeguarding of sensitive information and/or assets at a contractor's site(s)**, the organization will also need to obtain a Document Safeguarding Capability (DSC) at the level specified in the contract.
- PSPC's Contract Security Program will conduct physical security inspections **before contract award** for the following contract security requirements:
 - Document Safeguarding Capability
 - Authority to Process Information Technology



Organization security clearance subsets (cont'd)

Authority to Process Information Technology

- If the contractor is required to **use their IT systems to access, produce, process and store protected or classified information electronically**, the organization will also need to obtain the Authority to Process IT at the level specified in contract.
- IT requirements are defined by the client department in a technical document attached to the contract.
- PSPC's Contract Security Program will conduct an IT security inspection typically **after contract award**



Processing timelines

Company security clearances	Estimated processing timelines
Designated Organizational Screening	Three months or more
Facility Security Clearance (Secret)	Six months or more
Facility Security Clearance (Top Secret)	Twelve months or more
Document Safeguarding Capability	Varies
Authority to Process IT	Varies



Personnel security screenings

- PSPC's Contract Security Program conducts two types of personnel screenings:
 - Reliability status
 - Security clearance (Secret and Top Secret incl. NATO)
- In the private sector, personnel screenings are requested by company security officers or alternates of registered organizations for any personnel required to perform work on sensitive government contracts
- An active personnel status or clearance be transferred between government departments and duplicated between private sector organizations



Service standards

Personnel Security Screening	CSP Service Standards
Reliability Status (simple)	7 business days
Reliability Status (complex*)	Up to 120 business days
Secret (simple)	Up to 4 months
Secret (complex*)	Up to 12 months
Top Secret	12 months +

* Additional information and/or verifications required.



Who does what

Government Departments

All government departments:

- Appoint Departmental Security Officers
- Identify sensitive information and assets
- Establish security requirements for sensitive information and assets
- Protect their sensitive information and assets
- Document security requirements for contracts



Who does what (cont'd)

Contracting Authority

The Contracting Authority:

- Reviews Security Requirement Check List (SRCL) submitted by the Departmental client
- Includes security requirements in contracting documentation using appropriate security clauses
- Ensures that suppliers meet contract security requirements
- Schedules inspections of contractor's work sites (when required)
- Provides the ISS with copies of SRCLs, Security classification guides and all awarded contracts



Who does what (cont'd)

Industrial Security Sector

The Industrial Security Sector

- Enables industry to participate in government sensitive contracts in Canada and abroad
- Provides security screening services (vetting) for organizations and their employees
- Ensures the necessary contract security clauses are included as part of contracting vehicles
- Participates in the North Atlantic Treaty Organization (NATO), and in the negotiation of bilateral industrial security instruments
- Ensures industry complies with contracting security requirements
- Provides advice and guidance to industry and departments on security in contracting
- Ensures that controlled goods are safeguarded while in the custody of private sector companies and protected against unauthorized access



Sponsorship process

To register in the Contract Security Program (CSP), organizations must be sponsored by a Government of Canada **approved source**

- A government procurement officer who carries out specialized advanced purchase of goods and services;
- A Government of Canada security officer or project manager leading a project that a contractor has bid on or intends to bid on;
- A prime contractor registered in the CSP for whom the organization is subcontracting (for approved subcontracts only); or
- National and Designated Security Authorities on behalf of a foreign company or government that is contracting to the organization.



Sponsorship process (cont'd)

- The approved source must submit a Request for Private Sector Organization Screening (PSOS) and a Security Requirement Check List (SRCL).
- The PSOS will identify the type(s) of security screening required and the reason for the organization screening request:
 - Contract or RFP number
 - Subcontract number
 - Program or Project name
 - Major Crown Project name
 - Other (details required)
- The **PSOS** and **SRCL** should be submitted to TPSGC.SSIINSCRIPTION-ISSREGISTRATION.PWGSC@tpsgc-pwgsc.gc.ca **AND** TPSGC.SSILVERS-ISSSRCL.PWGSC@tpsgc-pwgsc.gc.ca



Sponsorship process (cont'd)

1. The approved source submits the PSOS and SRCL to the CSP
2. The CSP reviews the contractual requirement indicated on the PSOS and validates it against the SRCL
3. The CSP advises the approved source if the PSOS is rejected and why. If the sponsorship is approved,
4. The CSP sends the registration package to the sponsored organization
5. Organization has to comply by submitting the completed forms to the CSP on time

Security Requirements Check List

The Security Requirements Check List (SRCL) that is completed for all Government of Canada contracts and subcontracts with security requirements.



Government
of Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?			<input type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?			<input type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis			



Gouvernement
du Canada

Government
of Canada

Canada

Useful links

Contract Security Resources (NEW)

<http://www.tpsgc-pwgsc.gc.ca/esc-src/ressources-resources-eng.html>

Contract Security Forms

<http://ssi-iss.tpsgc-pwgsc.gc.ca/formulaires-forms/index-eng.html>

Centralized Professional Services / Common SRCLs

<http://www.gcpeia.gc.ca/gcwiki/index.php?title=Professional%20Services%20Landing%20Page&setlang=en&uselang=en>



Questions?



Contact the Client Service Centre



National Capital Region 613-948-4176

Toll Free 1-866-368-4646

ssi-iss@pwgsc-tpsgc.gc.ca

<http://www.tpsgc-pwgsc.gc.ca/esc-src/index-eng.html>

Alexandre Parent

613-941-2410

Alexandre.parent2@tpsgc-pwgsc.gc.ca

©Copyright

Minister of Public Works and Government Services, Canada 1999.

All rights reserved. Permission is granted to electronically copy and to print in hard copy for internal use only. No part of this information may be reproduced, modified, or redistributed in any form or by any means, for any purposes other than those noted above (including sales), without the prior written permission of the Minister of Public Works and Government Services, Ottawa, Ontario, Canada K1A 0S5.

