

### Suspicious Encounter/Contact Reporting

A *Suspicious Encounter* is any encounter in which someone, regardless of nationality, illicitly attempts to obtain information about or access to sensitive information to which they are not authorized. DoD and DNI policy require that any such encounters be documented for reporting to the appropriate government agency. Your completed form should be sent to OSEC via email to [OSEC@nas.edu](mailto:OSEC@nas.edu) or delivered to Enita Williams in Keck M101 or Kamilya Kamilova in Keck M106. Additional transmittal options available upon request at [OSEC@nas.edu](mailto:OSEC@nas.edu).

#### PART I: PERSONAL INFORMATION

Name (Last, First, Middle): \_\_\_\_\_  
Position/Title: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

#### PART II: ENCOUNTER INFORMATION *(Note: Add additional sheets, if necessary.)*

Please provide a detailed description of your encounter. Be sure to include all facts including names, dates, times; what was discussed/what made the encounter suspicious; questions posed; and any response you may have provided to the individual(s) during the suspicious encounter.

Signature: \_\_\_\_\_

Date submitted: \_\_\_\_\_

**NOTES:**

<b>For OSEC Use Only</b>
Received by: _____
Signature/Date: _____
Date Submitted to Government: _____