

SEAD-3 Reporting Program: Quick Reference Guide

Below are a few key questions everyone should be able to answer about SEAD-3 Reporting Requirements at the National Academy of Sciences.

WHAT IS “SEAD-3”?

Security Executive Agent Directive 3, or SEAD-3, is the government instruction on “Reporting Requirements for Personnel with Access to Classified Information or Who Hold a Sensitive Positions.” This directive took effect August 24, 2021. (32 CFR 117 NISPOM) Under this directive, all cleared personnel must report certain adverse information, foreign travel, and changes in personal status to your security office in a prompt and timely manner. In addition, certain individuals with TOP SECRET, Q, or SCI access have additional reporting requirements. SEAD-3 reporting here at the National Academies is coordinated and staffed by the Office of Program Security.

WHY IS SEAD-3 REPORTING IMPORTANT?

The revised reporting requirements are a direct result of recent national security breaches by trusted insiders who have disclosed classified information to news media or foreign entities causing significant harm to the interests of the United States.

WHAT DOES THE SEAD-3 REPORTING PROGRAM MEAN FOR YOU?

Under the program, we each have a responsibility to self-report certain items to security, and report certain indicators or behaviors of other cleared persons that may compromise the security of the institution, its work, or its personnel to the Office of Program Security.

REPORTABLE ACTIVITY	HOW TO REPORT
<ul style="list-style-type: none"> Foreign Contacts: official duties, bonds of affection, close and continuing contact, exchanging personal information, known or suspected intelligence entities Foreign Travel: business or personal Insider Threat: reportable indicators by other cleared individuals Intelligence Approaches: attempted elicitation, exploitation, blackmail, coercion, or enticement Foreign Affiliation: foreign citizenship, or voting in a foreign election Media Contact: approaches or inquiries related to classified or controlled unclassified information Criminal Activity Treatment and Counseling: alcohol, illegal drug, drug abuse Treatment and Counseling: court ordered mental health treatment, mental health hospitalization, or specific diagnoses such as schizophrenia, delusional disorder, psychotic disorder, antisocial personality disorder, borderline Personal Finance and Business Interests: direct involvement in foreign business, foreign bank accounts, ownership of foreign properties Personnel Finance and Business Anomalies: bankruptcy, garnishment, delinquent debts. Living Status/Arrangements: cohabitation, marriage, adoption of non-U.S. citizen children, or foreign national roommates 	<p>Complete your SEAD-3 Reporting Form and submit via email to reports may be submitted via email to:</p> <p>OSEC_Persec@nas.edu</p>