Doc ID: 6646701

NATIONAL SECURITY AGENCY/CENTRAL SECURITY SERVICE



INSPECTOR GENERAL

REPORT OF INVESTIGATION

24 October 2014

IV-14-0026

Personnel Services & Misuse of Agency Information Systems

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Approved for Release by NSA on 12-28-2018, FOIA Case # 79204 (litigation)

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(U) OFFICE OF THE INSPECTOR GENERAL

(U) Chartered by the NSA Director and by statute, the Office of the Inspector General conducts audits, investigations, inspections, and special studies. Its mission is to ensure the integrity, efficiency, and effectiveness of NSA operations, provide intelligence oversight, protect against fraud, waste, and mismanagement of resources by the Agency and its affiliates, and ensure that NSA activities comply with the law. The OIG also serves as an ombudsman, assisting NSA/CSS employees, civilian and military.

(U) AUDITS

(U) The audit function provides independent assessments of programs and organizations. Performance audits evaluate the effectiveness and efficiency of entities and programs and their internal controls. Financial audits determine the accuracy of the Agency's financial statements. All audits are conducted in accordance with standards established by the Comptroller General of the United States.

(U) INVESTIGATIONS

(U) The OIG administers a system for receiving complaints (including anonymous tips) about fraud, waste, and mismanagement. Investigations may be undertaken in response to those complaints, at the request of management, as the result of irregularities that surface during inspections and audits, or at the initiative of the Inspector General.

(U) INTELLIGENCE OVERSIGHT

(U) Intelligence oversight is designed to insure that Agency intelligence functions comply with federal law, executive orders, and DoD and NSA policies. The IO mission is grounded in Executive Order 12333, which establishes broad principles under which IC components must accomplish their missions.

(U) FIELD INSPECTIONS

(U) Inspections are organizational reviews that assess the effectiveness and efficiency of Agency components. The Field Inspections Division also partners with Inspectors General of the Service Cryptologic Elements and other IC entities to jointly inspect consolidated cryptologic facilities.

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I. (U) SUMMARY

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(U//~~FOUO~~) On 02 August 2013 and 10 October 2013, the NSA/CSS Office of Inspector General (OIG) received separate allegations that [redacted] Chief and [redacted] misused a contractor, [redacted] to perform personal services and inherently governmental functions. Specifically, it was alleged that [redacted] has inappropriately used [redacted] as her executive assistant (EA) since 2008, tasking [redacted] to perform administrative duties inappropriate to the contract and her labor category. Additionally, on 08 October 2013, the OIG received an allegation that [redacted] had misused Agency information systems (ISs) by providing [redacted] the password to her classified computer account.

(U//~~FOUO~~) In addition to obtaining sworn testimony from [redacted] the relevant contracting officer (CO), and other witnesses, we obtained copies of related contracting documents. We also obtained relevant emails from [redacted] Agency classified email account. The contract for which [redacted] performed her work was not an authorized personal services contract, although it included Management Support. However, neither of the two Technical Task Orders (TTOs) to which [redacted] was assigned included provision of general Management Support as an allowable activity.

(U//~~FOUO~~) The investigation disclosed that [redacted] regularly performed administrative tasks outside the scope of the [redacted] duties described in her labor category. Because these administrative tasks, many of which were performed with the knowledge or at the specific request of [redacted] fell under Management Support, they exceeded the scope of the TTOs.

(U//~~FOUO~~) We also found that [redacted] treated [redacted] as a Government employee and tasked her to perform personal services inappropriate to the contract. For example, [redacted] had read access to [redacted] Agency classified email account, handled the logistics for [redacted] Temporary Duty Travel (TDY), completed and submitted [redacted] related Request and Travel Authorization/Expense Report (RTA), regularly scheduled and deconflicted [redacted] meetings, and served as facilitator to those seeking to meet with [redacted] or obtain her approval of [redacted] related documents and activities. [redacted] also gave [redacted] the password to her classified computer account on a regular basis so that [redacted] could access information on her behalf. The investigation found insufficient evidence to conclude that [redacted] performed inherently governmental functions.

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that [redacted] misused Agency ISs by providing [redacted] the password and, therefore, access, to her classified computer account, in violation of the NSA/CSS Policy Manual 6-3 (PM 6-3),

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Chapter 2, Section 4(j) and the NSA/CSS Personnel Management Manual (PMM), Chapter 366, §2-3(A)(6) and §2-4.

(U//~~FOUO~~) The preponderance of the evidence also supports the conclusion that [redacted] tasked [redacted] to perform work that was outside her labor category and exceeded the scope of the relevant TTOs, thereby creating the potential for an unauthorized commitment, as defined by the Federal Acquisition Regulation (FAR), Part 1. Further, the preponderance of the evidence supports the conclusion that [redacted] employed personal services in excess of that authorized by law and in doing so created a potential violation of the Antideficiency Act (ADA), 31 U.S.C. §1342.

(U//~~FOUO~~) A copy of the OIG report was forwarded to Employee Relations on 26 September 2014. On 2 October 2014, [redacted] asked the OIG for additional time to provide a response to the tentative conclusions so the OIG retrieved the report from Employee Relations. On 10 October 2014, the OIG received [redacted] response. Because her response included no new information requiring additional investigation, the OIG's tentative conclusions became final. A copy of the OIG report, incorporating [redacted] response to the tentative conclusions, will be forwarded to Employee Relations, the Office of General Counsel (OGC) Acquisition, Research, and Technology Law (Acquisition Law), and OGC Administrative Law and Ethics (Ethics) for action deemed appropriate. As required by DoD 7000.14-R, Financial Management Regulation (FMR), Volume 14, Chapter 3, *Preliminary Reviews of Potential Violations* and NSA/CSS Financial Management Manual, Volume 14, Chapter 3, the OIG will notify the NSA Comptroller about the potential ADA violation. A summary of the investigative findings will be forwarded to the NSA Comptroller and to the Associate Directorate for Security and Counterintelligence (ADS&CI) for information and action deemed appropriate.

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II. (U) BACKGROUND

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(U) Introduction

(U//~~FOUO~~) From [redacted] to [redacted] performed on the [redacted] for which [redacted] was the prime contractor and [redacted] was a subcontractor. From [redacted] to approximately [redacted] was part of the [redacted] Team on the Agency's [redacted] program. From approximately [redacted] to [redacted] she continued to perform on the [redacted] TTO, serving as an [redacted] in [redacted] until [redacted] and thereafter in [redacted]. In [redacted] began performing on the [redacted] TTO, for which [redacted] was the prime contractor and [redacted] was a subcontractor, while remaining an [redacted] in [redacted]. The [redacted] contract [redacted] TTO ended in [redacted] and was replaced by [redacted]. Because [redacted] under the new contract, [redacted] left the contract and [redacted] in [redacted].

(U//~~FOUO~~) [redacted] served as the [redacted] Program Manager (PM) from approximately [redacted] to [redacted] when she became Chief and [redacted]. On [redacted] became the Chief and [redacted].

(U//~~FOUO~~) The [redacted] Contract [redacted] had separate TTOs in support of several [redacted] organizations. The overarching [redacted] Statement of Work (SOW) had several areas of scope: [redacted] and Management Support. Although [redacted] was not an authorized personal services contract, Management Support allowed for the performance of general office management and administrative functions. The individual [redacted] TTOs did not include all the areas of scope authorized under the overarching [redacted] SOW. The [redacted] and [redacted] TTOs relevant to this investigation did not allow for Management Support.

(U//~~FOUO~~) In October 2009, the OIG received allegations that [redacted] then [redacted] used [redacted], a contractor employee, as her office manager; tasking

[1] Labor categories are functional areas (types of work performed) that can be delineated based upon education and experience from entry level to advanced and across several sub-specialties. [redacted] was the second to least senior level of the [redacted] labor categories within [redacted]. The [redacted] labor category required [redacted]

[2] In contracting, an "area of scope" refers to a category of authorized activities within a particular SOW.

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to perform administrative tasks inappropriate to the contract and labor category. In response, the OIG conducted a preliminary inquiry. The inquiry determined that was no longer employed on the contract. In December 2009, the OIG Hotline manager informed that according to the relevant SOW, should have performed duties related to not clerical, support. He also provided with OGC information related to personal services and inherently governmental functions, and asked to ensure that if was replaced by another contractor that his/her duties do not violate the terms of the SOW. After receiving assurances from that was not being replaced by another contractor, the OIG Hotline manager closed the preliminary inquiry with no further action.

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(U//~~FOUO~~) On 02 August 2013, the OIG received a hotline complaint alleging that used as her EA in violation of the contract. The complainant claimed to have received "emails regarding calendar appointments and administrative actions" from who used the title "Executive Asst. for" in her signature block. On 10 October 2013, after an interview in regard to another OIG investigation, a witness told the OIG investigator that since at least has used as her EA. Further, whenever moved to new assignments, she took with her as her EA. Most recently, followed from to name and title (EA) were also listed on the front office door for a time before being removed (the civilian personnel names and titles remained). The complainant alleged that took her daily direction from had access to email in order to perform her duties as an EA, and was overheard making personal appointments on behalf.

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(U) Applicable Authorities

31 U.S.C. §1342 Limitation on voluntary services

An officer or employee of the United States Government… may not accept voluntary services… or employ personal services exceeding that authorized by law except for emergencies involving the safety of human life or the protection of property.

Public Law 105-270, Federal Activities Inventory Reform Act of 1998

Section 5(2) Inherently Governmental Function

(A) DEFINITION-The term "inherently governmental function" means a function that is so intimately related to the public interest as to require performance by Federal Government employees.

(B) FUNCTIONS INCLUDED-The term includes activities that require either the exercise of discretion in applying Federal Government authority or the making of value judgments in making decisions for the Federal Government....

...(C) FUNCTIONS EXCLUDED- The term does not normally include-

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(i) gathering information for or providing advice, opinions, recommendations, or ideas to Federal Government officials; or

(ii) any function that is primarily ministerial and internal in nature (such as building security, mail operations, operation of cafeterias, housekeeping, facilities operations and maintenance, warehouse operations, motor vehicle fleet management operations, or other routine electrical or mechanical services).

FAR, Part 7–Acquisition Planning, Subpart 7.5–Inherently Governmental Functions

7.503 Policy.

(a) Contracts shall not be used for the performance of inherently governmental functions....

...(c) The following is a list of examples of functions considered to be inherently governmental functions or which shall be treated as such. This list is not all inclusive:...

...(5) The determination of agency policy, such as determining the content and application of regulations among other things.

(6) The determination of Federal program priorities for budget requests.

(7) The direction and control of Federal employees.

...(10) The approval of position descriptions and performance standards for Federal employees....

...(12) In Federal procurement activities with respect to prime contracts-

...(v) administering contracts (including ordering changes in contract performance or contract quantities, taking action based on evaluations of contractor performance, and accepting or rejecting contractor products or services);...

...(vii) Determining whether contract costs are reasonable, allocable, and allowable;....

...(16) The determination of budget policy, guidance, and strategy.

(d) The following is a list of examples of functions generally not considered to be inherently governmental functions. However, certain services and actions that are not considered to be inherently governmental functions may approach being in that category because of the nature of the function, the manner in which the contractor performs the contract, or the manner in which the Government administers contractor performance. This list is not all inclusive....

...(6) Services in support of acquisition planning....

...(11) Contractors working in any situation that permits or might permit them to gain access to confidential business information and/or any other sensitive information....

(12) Contractors providing information regarding agency policies or regulations, such as attending conferences on behalf of an agency, conducting community relations campaigns, or conducting agency training courses.

(13) Contractors participating in any situation where it might be assumed that they are agency employees or representatives.

FAR, Part 37–Service Contracting, Subpart 37.1–Service Contracts-General

37.102 Policy.

...(c) Agencies shall not award a contract for the performance of an inherently governmental function (see Subpart 7.5).

...37.104 Personal Service Contracts.

(a) A personal services contract is characterized by the employer-employee relationship it creates between the Government and the contractor's personnel. The Government is normally required to obtain its employees by direct hire under competitive appointment or other procedures required by the civil service laws. Obtaining personal services by contract, rather than by direct hire, circumvents those laws unless Congress has specifically authorized acquisition of the services by contract.

(b) Agencies shall not award personal services contracts unless specifically authorized by statute (e.g. 5 U.S.C. 3109) to do so.

(c) (1) An employer-employee relationship under a service contract occurs when, as a result of

(i) The contract's terms or

(ii) The manner of its administration during performance, contractor personnel are subject to the relatively continuous supervision and control of a Government officer or employee. However, giving an order for a specific article or service, with the right to reject the finished product or result, is not the type of supervision or control that converts an individual who is an independent contractor (such as a contractor employee) into a Government employee.

(2) Each contract arrangement must be judged in the light of its own facts and circumstances, the key question always being: Will the Government exercise relatively continuous supervision and control over the contractor personnel performing the contract. The sporadic, unauthorized supervision of only one of a large number of contractor employees might reasonably be considered not relevant, while relatively continuous Government supervision of a substantial number of contractor employees would have to be taken strongly into account (see (d) of this section).

(d) The following descriptive elements should be used as a guide in assessing whether or not a proposed contract is personal in nature:

(1) Performance on site.

(2) Principal tools and equipment furnished by the Government.

(3) Services are applied directly to the integral effort of agencies or an organizational subpart in furtherance of assigned function or mission.

(4) Comparable services, meeting comparable needs, are performed in the same or similar agencies using civil service personnel.

(5) The need for the type of service provided can reasonably be expected to last beyond 1 year.

(6) The inherent nature of the service, or the manner in which it is provided, reasonably requires directly or indirectly, Government direction or supervision of contractor employees in order to –

(i) Adequately protect the Government's interest;

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(ii) Retain control of the function involved; or
(iii) Retain full personal responsibility for the function supported in a duly authorized Federal officer or employee.

DoD 7000.14-R, Department of Defense Financial Management Regulation, Volume 14: "Administrative Control of Funds and Antideficiency Act Violations"

Chapter 2: ANTIDEFICIENCY ACT VIOLATIONS
0201 OVERVIEW
020101. Governance
The Antideficiency Act (ADA) and related funding statutes consist of certain provisions of law prescribed in title 31, United States Code (U.S.C.)....

...B. Voluntary Services Limitation. Section 1342 of title 31, U.S.C. stipulates that an officer or employee of the United States Government or of the District of Columbia government may not accept voluntary services on behalf of the Government or employ personal services in excess of that authorized by law, except as it may be necessary in emergencies involving the safety of human life or the protection of property....

020102. Applicability
Any military member or DoD employee who violates any provision or limitation imposed by any law may violate the ADA and shall be subject to discipline and/or criminal penalties.

NSA/CSS Policy 1-39, Inherently Governmental Functions, dated 22 January 2009

...Policy

...2. In accordance with the Federal Acquisition Regulation (FAR), Section 7.503(a) (Reference a) and the Federal Activities Inventory Reform Act of 1998 (FAIR Act) (Reference c), only NSA/CSS government employees shall perform inherently governmental functions. Further, only NSA/CSS government officials shall be responsible for determining which NSA/CSS functions are considered inherently governmental activities....

...Procedures

...4. When making inherently governmental determinations, government officials must consider the totality of the circumstances surrounding the function such as:

a. The nature of the function;
b. Whether or not the exercise in discretion in executing the function commits the Federal Government to a particular course of action;
c. The manner in which the function is performed;
d. A risk assessment as to whether contractor participation or control is appropriate because extensive discretionary decision-making is involved; and
e. The manner in which the Government administers performance.

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...Responsibilities

...11. Government managers and government technical leaders at all levels shall:

...c. In the course of daily work, ensure non-personal services contractors supporting their mission are not performing functions determined to be inherently governmental.

...Definitions

...21. Personal Services Contract: A contract that, by its express terms or as administered, makes the contractor personnel appear, in effect, government employees. These contracts require special statutory authority and are rarely used at NSA/CSS.

...Annex C, Commercial and Potentially Commercial Functions

...The following is a list of examples of functions which are generally not considered inherently governmental, but which may become inherently governmental in some circumstances because of the nature of the function, the manner in which the contractor performs the contract, or the manner in which the Government administers contractor performance. A government official must make a determination as to whether these functions must be accomplished by government employees or can be performed by a contractor....

...6. Services in support of acquisition planning;...

...11. Contractors working in any situation that permits or might permit them to gain access to confidential business information and/or any other sensitive information...;

12. Contractors providing information regarding agency policies or regulations, such as attending conferences on behalf of an agency, conducting community relations campaigns, or conducting agency training courses;

13. Contractors participating in any situation where it might be assumed that they are agency employees or representatives....

Annex D, Comparison of Governmental and Non-Governmental Roles and Functions

Commercial Role-Work Roles

Government control [is] required when contractors work in any situation that permits or might permit them to gain access to confidential business and/or any other sensitive information.

NSA/CSS PM 6-3, Chapter Two, Information System User and Supervisor Responsibilities, Section 4

4. (U) The following actions are prohibited for all NSA/CSS IS [Information System] Users:

...(j) (U) Sharing passwords with anyone, including other cleared users, supervisors, and SAs [System Administrators].

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NSA/CSS PMM 30-2, Chapter 366—Personal Conduct

Section 2-3 Physical Security Requirements

(A) Facilities/Equipment Security – All NSA/CSS facilities are designated as controlled areas. The collection, processing, use, discussion and storage of classified materials or other controlled items will only occur in areas specifically designated and approved for these purposes. Government furnished desks, safes, file cabinets, lockers, computers, media storage devices and other containers provided for the use of employees assigned in controlled areas are for official use and authorized purposes only. Supervisors or other employees who may need access to any of these items used by an individual employee must have an official purpose for doing so. In these circumstances, employees have no reasonable expectation of privacy in connection with these items.

Employees must:
...(6) Observe rules and regulations covering the secure operation and authorized use of the NSA/CSS automated information systems (AISs) and networks.

Section 2-4 Safeguarding Information-

Employees will protect all classified, Sensitive Compartmented Information (SCI), unclassified sensitive, personnel privileged, Privacy Act, and non-public information and/or material in accordance with all applicable laws, regulations, and procedures. All classified material must be appropriately secured and protected regardless of the manner acquired. NSA employees must ensure that intended recipients of classified information possess the appropriate clearances and have a valid need-to-know.

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III. (U) FINDINGS

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(U//~~FOUO~~) ***ALLEGATION 1: Did [redacted] misuse Agency ISs by providing [redacted] the password and, therefore, access, to her classified computer account?***

(U//~~FOUO~~) ***CONCLUSION:*** *Substantiated. The preponderance of the evidence supports the conclusion that [redacted] misused Agency ISs by providing [redacted] the password and, therefore, access, to her classified computer account, in violation of the NSA/CSS PM 6-3, Chapter 2, Section 4(j) and the NSA/CSS PMM, Chapter 366, §2-3(A)(6) and §2-4.*

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(U) Documentary Evidence

(U//~~FOUO~~) In a 28 August 2013 email to [redacted] then-Staff Security Officer (SSO) for [redacted] Office Assistant, [redacted] reported that, while [redacted] was in a meeting outside the office, a contractor in [redacted] went to [redacted] locked computer and unlocked it. The contractor then proceeded to allow another contractor to use [redacted] computer account: "I'm not sure what was done, but I was shocked about the fact that someone was able to do that. And the fact it was a contractor was what really confused me." (A copy of the email is attached as Appendix A)

(U//~~FOUO~~) In email correspondence with the OIG dated 21 May 2014, [redacted] current SSO for [redacted] said that she had no knowledge of [redacted] email or whether the email resulted in any inquiry or action by ADS&CI.

(U) Testimonial Evidence

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(U//~~FOUO~~) [redacted]

(U//~~FOUO~~) ***On 21 May 2014, [redacted] Office Assistant (OA), [redacted] was interviewed and provided the following sworn testimony.***

(U//~~FOUO~~) [redacted] has access to [redacted] NSA computer account. On 28 August 2013, while [redacted] was out of the office in a meeting, [redacted] observed [redacted] unlock [redacted] computer (she speculated that it was the classified, rather than the unclassified, system), so that another contractor in the office, [redacted] could access [redacted] account. [redacted] then left [redacted] alone at the computer. That same day, [redacted] reported the incident to the [redacted] SSO by email. [redacted] knew that it was against policy for [redacted] to have [redacted] computer password, as passwords are not to be shared. Given the recent "Snowden" issue, the incident

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was especially surprising. [redacted] was also particularly concerned, as [redacted] had been read on and had access to programs and information that others in the [redacted] front office did not, such as [redacted] was the only other person in the front office who was read on to this program) and [redacted] (the only other [redacted] front office person indoctrinated in to this program was [redacted] deputy).

(U//~~FOUO~~) [redacted] never heard back from the SSO and never saw [redacted] otherwise access [redacted] computer account. When asked whether she followed up with the SSO to confirm that the email was received, [redacted] vaguely recalled trying to call the SSO and receiving her voicemail. [redacted] did not recall whether she sent the SSO another email. [redacted] told no one else about the incident.

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(U//~~FOUO~~) [redacted]

(U//~~FOUO~~) ***On 22 May 2014, [redacted] former [redacted] SSO and current [redacted] Standby Active Reserve (SAR), was telephonically interviewed and provided the following information.***

(U//~~FOUO~~) [redacted] had no recollection of the email [redacted] sent her on 28 August 2013 regarding a possible security violation in [redacted] related to computer password protection. According to [redacted] she was on leave at the time and the email may have gotten "lost" among the many others she received while away from the office. As a result, ADS&CI took no action on the matter.

(U//~~FOUO~~) [redacted]

(U//~~FOUO~~) ***On 24 October 2013, [redacted] was interviewed and provided the following sworn testimony.***

(U//~~FOUO~~) [redacted] has the password to [redacted] Agency computer account.[3] [redacted] gave it to [redacted] because she needs it to access information for [redacted] when she is in meetings outside of the office or the building.

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[3] [redacted] did not specify whether she had the password to [redacted] classified or unclassified NSA computer account or both. The investigation subsequently determined that [redacted] did not have an unclassified Agency computer account.

(U//~~FOUO~~)

(U//~~FOUO~~) ***On 22 May 2014, Chief was interviewed and provided the following sworn testimony.***

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(U//~~FOUO~~) provided the password to her Agency classified computer account (she does not have an unclassified account) on one occasion in 2010 or 2011. The incident occurred while was the Chief It was late in the day (approximately 1730 or 1800) and was off site at a contractor facility when contacted by NSA, who required an immediate response on an action. There was no one available in the front office to re-send the tasker to who required access to it in order to respond. Because was the only person in the front office at the time, gave her password, so that could access the information: "So, I gave my code. She read what the [tasker] was. We figured out what to do. I came back from wherever I was. We took care of the task. And then, I changed my access code."

(U//~~FOUO~~) When told that there was evidence indicating that she more regularly shares the password to her computer account with so that can access information on her behalf, denied that was the case: "There was one time. I changed the password and that was it. I mean, that's the rules of the Agency. I mean, [giving out one's password is] serious." According to she was read in to "a few" Special Access Programs (SAPs) while and currently, as is read into "a fair amount" of such programs. has not been indoctrinated into any such SAPs.

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(U//~~FOUO~~)

(U//~~FOUO~~) ***On 18 August 2014, was interviewed and provided the following sworn testimony.***

(U//~~FOUO~~) worked with and in from approximately when became the Chief, to approximately when left He did not know whether had the password to classified computer account. When specifically asked about an August 2013 incident in which allegedly unlocked account so that could access it, said that he did not recall the event.

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(U//~~FOUO~~)

(U//~~FOUO~~) ***On 26 August 2014, Chief of Staff (CoS), was interviewed and provided the following sworn testimony.***

(U//~~FOUO~~) "definitely" had the password to classified computer account. Over the four years she was in with (from to ; saw unlock account on at least six occasions. did this in order to log off for so that another individual could use the computer and also whenever someone needed to access certain information or documents stored on account. did not know whether had password after moving to

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(U) Analysis and Conclusion

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(U//~~FOUO~~) NSA/CSS PM 6-3, Chapter 2, Section 4(j) prohibits users of Agency computer systems from "[s]haring passwords with anyone, including other cleared users." acknowledged that she shared her password with an NSA contractor. In doing so, she violated PM 6-3. Although claimed that this was a single incident brought about by unforeseen circumstances in 2010 or 2011 while she was we did not find her testimony credible. According to as of 24 October 2013, she was in possession of computer password. Further, on 28 August 2013 contemporaneously reported improper possession of password to the SSO. Both incidents occurred much more recently than 2010 or 2011, while was Further, testified that she saw use password to access computer account on at least a half a dozen occasions over the course of four years. Combined with the fact that IS user passwords must be changed at least every six months, there was a preponderance of the evidence that gave her password on more than one occasion.[4] Although we were unable to re-interview to obtain additional information, given the evidence, we concluded that regularly provided the password to her classified Agency computer system.[5]

(U//~~FOUO~~) In failing to adhere to NSA/CSS PM 6-3 also violated the NSA/CSS PMM Chapter 366, §2-3(A)(6) and §2-4, which require that Agency employees adhere to the rules covering the secure operation and authorized use of NSA/CSS computer systems. was not authorized to provide her password to and thereby grant unfettered access to her classified computer account, including

[4] Intelligence Community Standard 500-16, dated 16 March 2011, requires that passwords used to access IC information resources be changed at least once every 180 days.

[5] As o was no longer an active contractor with the Agency.

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her PKI-encrypted emails and other sensitive information. In doing so, bypassed security controls and allowed a contractor, potential access to restricted information related to multiple SAPs to which she had not been indoctrinated.

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that misused Agency ISs by providing the password and, therefore, access, to her classified computer account, in violation of NSA/CSS PM 6-3, Chapter 2, Section 4(j) and the NSA/CSS PMM, Chapter 366, §2-3(A)(6) and §2-4.

(U//~~FOUO~~) ***ALLEGATION 2: Did tasked to perform work that was outside her labor category and exceeded the scope of the relevant TTOs, and were any of these tasks either inherently governmental or personal services?***

(U//~~FOUO~~) ***CONCLUSION:*** *Substantiated. The preponderance of the evidence supports the conclusion that tasked to perform work that was outside her labor category and exceeded the scope of the relevant TTOs, thereby creating the potential for an unauthorized commitment, as defined by the FAR, Part 1. Further, the preponderance of the evidence supports the conclusion that employed personal services in excess of that authorized by law and in doing so created a potential violation of the ADA, 18 U.S.C. §1342.*

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(U) Documentary Evidence

(U//~~FOUO~~) A review of OIG Contact records disclosed that in October 2009, the OIG received allegations that then used a contractor employee, as her office manager, tasking to perform administrative tasks inappropriate to the contract and labor category; such duties included maintaining calendar, acting as receptionist, ordering office supplies, and serving as the office timekeeper.

(U//~~FOUO~~) Records revealed that in response, the OIG conducted a preliminary inquiry. On 07 December 2009, the OIG Hotline manager informed by email of the allegations against her and stated that according to the relevant SOW, should have performed duties related to not clerical, support. The Hotline manager also said that he had learned that was "no longer with the contract" and, therefore, asked to ensure that if was replaced by another contractor that "his/her duties do not violate the terms of the SOW."

(U//~~FOUO~~) To assist the Hotline manager provided guidance from the Agency's then-Associate General Counsel (AGC) for on personal services and inherently governmental functions. The AGC guidance began:

> (U//~~FOUO~~) Please see the guidance below that was provided recently to explaining personal services contracts and inherently governmental functions. **The two types of services at issue**

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were contractors serving as personal secretaries and executive assistants; we advised against contractors serving in either capacity. The primary basis for that advice was because of the personal services issue, which is generally more clear-cut than inherently governmental functions. (Emphasis added.)

(U//~~FOUO~~) The AGC for [redacted] then described what constituted inherently governmental functions and personal services contracts.

(U//~~FOUO~~) The Contact record revealed that in her response that same date, [redacted] thanked the OIG Hotline manager for his email: "Please know that [redacted] is not being replaced by a contractor." As a result of [redacted] response, the OIG closed the preliminary inquiry. In January 2010, the OIG learned from another witness that [redacted] had been hired as a Government employee to continue to serve as [redacted] office manager. According to the witness, "She replaced herself." The OIG took no further action on the matter.

(U//~~FOUO~~) The OIG obtained a copy of the [redacted] SOW, Labor Category Descriptions, and the [redacted] and [redacted] TTOs (and modifications) to which [redacted] was assigned since [redacted] (Copies of relevant documents are attached as Appendix B). The TTOs and related modifications in effect from [redacted] through [redacted] had fewer areas of scope than the overarching [redacted] SOW. The [redacted] TTO allowed for the provision of [redacted] It did not allow for the provision of Management Support. Similarly, the [redacted] TTO only allowed for the provision of [redacted] Documents revealed that as an [redacted] functional responsibilities related to [redacted]

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(U//~~FOUO~~) [redacted]

(U//~~FOUO~~) In a 23 August 2013 email response to an OIG query regarding signature block reading "Executive Asst. for ," described functions within and According to primary role as "an supporting a was to

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" In a related email, dated 29 August 2013, told the OIG that signature block meant that she was the EA "for the Office as opposed to "to" the Officer." Further, had used the same title (""for" the the previous four years in (Copies of the emails are attached as Appendix C).

(U//~~FOUO~~) The OIG reviewed classified Agency email account for relevant emails (examples from February 2011 through October 2013 are attached as Appendix D). Emails revealed that regularly used the following title/signature block while in

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Executive Asst. for

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(U//~~FOUO~~) Emails also revealed that provided direct support to and her leadership team. Although performed tasks related to she also regularly performed scheduling and preparation work more directly related to management support. forwarded herself emails using her read access from email account and flagged them for follow-up. Such emails included those related to the scheduling of events or requirements, to include attendance at a and mandatory on-line annual training. She also forwarded to herself emails related to general planning and preparation, such as those with information regarding times, dates, and topics of upcoming meetings.

(U//~~FOUO~~) Emails disclosed that one of duties was to de-conflict schedule. For example, on 11 April 2011, was to accompany the to a meeting at the same time that the planned to hold a "Mission Essential" personnel meeting. On 01 April 2011, emailed an civilian office manager to ask whether someone else could attend the meeting on behalf. That same date, engaged in an email discussion with a civilian within the after learning that a newly rescheduled Meeting would conflict with one of standing meetings with other seniors: "Will check with to see if she can send someone else."

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(U//~~FOUO~~) also notified members of the leadership team accompanying of schedule changes affecting them, even if not related. On one such occasion, told the CoS, that an ceremony had been moved up and that and would have to leave earlier than planned: "So you think you should reserve a gov car for you guys? I don't believe I can do it or I would submit something."

(U//~~FOUO~~) Emails revealed that duties also included scheduling in-person and telephonic meetings on behalf and at her direct request ("wanted to know if you were available for a phone con with her between 1030 and 1100 today."). As recently as 24 September 2013, directed to work with "to schedule off-site for pre-Thanksgiving…." Additionally, Agency affiliates internal and external to and went through to schedule meetings with Sometimes and the office manager (OM), were on the email request "to" line. On other occasions, was just cc'd or not included.

(U//~~FOUO~~) Both and maintained calendar. On one occasion forwarded them a "Save the Date" regarding an upcoming Senior Day," writing only "For the calendar." On another, asked them to schedule her attendance at a meeting to discuss ("Please double-book me!"). When not scheduling meetings herself, sometimes told which needed to occur and when, as well as who should be present. In an email dated 01 April 2011, told that needed two meetings to be scheduled "after the" In another at the end of that same month, informed a civilian in that she "was told" that a certain person should attend a preparation meeting with "If you have any additional questions, please contact"

(U//~~FOUO~~) Emails disclosed that performed additional work more directly related to management support, rather than She served as facilitator to those seeking approval of training and signing of RTAs by For example, on one occasion an attorney sent his RTA to asking that she obtain approval for his travel reimbursement. She also relayed directions and expectations to her subordinates related to attendance at leadership meetings and who would be representing the on certain teams or at particular meetings. On one occasion, was responsible for inviting deputies, and to attend an event, tracking their responses, and making their seating arrangements. On another, obtained the personal contact information of a civilian while assisting in the October 2013 compilation of a "call down list" of excepted personnel in the event of a Government shutdown. Further, not only did handle TDY logistics, she also completed and submitted an RTA on behalf. In regard to one TDY, notified the conference organizer that

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(U//~~FOUO~~) Emails revealed that [redacted] accompanied [redacted] on at least two TDYs. In March 2011, [redacted] accompanied [redacted] to the [redacted] On 02 March 2011, the CO at the time, [redacted] initially denied a 28 February 2011 request to have the [redacted] contract pay for [redacted] TDY to the conference. The original justification, provided by the Chief, [redacted] for the [redacted] Office), had been brief: "[redacted] Chief of [redacted] is speaking at the conference and requires [redacted] [*sic*] support." However, later that same date, the CO approved the TDY after receiving a telephone call and written request from [redacted] that [redacted] be allowed to "support the Office of the [redacted] at the conference:

(U//~~FOUO~~) [redacted]

(U//~~FOUO~~) In June 2012, [redacted] accompanied [redacted] to the "[redacted] On 18 June 2012, the Acting CO, [redacted] received [redacted] request to have the [redacted] contract pay for [redacted] TDY to "support the Office of the [redacted] at the review. The justification was similar to that provided by [redacted] the previous year:

(U//~~FOUO~~) [redacted]

(U//~~FOUO~~) [redacted] responded that same date, requesting verification that [redacted] would be serving as a subject matter expert (SME) on [redacted] during the review and "not serving the role of an executive assistant." [redacted] was out of the office, and [redacted] replied "on behalf of the [redacted] and [redacted] CoS" that [redacted] would be serving as a SME. In another email dated 20 June 2012, [redacted] told [redacted] that she had not had a chance to come speak with [redacted] about the June 2012 TDY travel logistics, because she had been "busy trying to take care of things for [redacted] ...."

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(U) Testimonial Evidence

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(U//~~FOUO~~)

(U//~~FOUO~~) ***On 24 October 2013, was interviewed and provided the following sworn testimony.***

(U//~~FOUO~~) has worked with since when both were in the However, she did not support directly until became a and both moved, within two weeks of each other, to While in and used the title "Executive Assistant for the" in her signature block. However, she recently stopped doing so, after told her that someone had complained about her use of the title (did not tell her to stop using it). now uses the title in her signature block.

(U//~~FOUO~~) performed numerous duties in support of in and continued to perform them in She reviewed documents going to for signature and responded to related taskers (the CoS responds to related taskers). On a daily basis, also created a book for both and her deputy of all the documentation they would need for the following day's meetings, including copies of their updated schedules, to ensure that they were prepared and where they needed to be when they needed to be there. At request, responded to emails on her behalf. For example, regularly responded to those requesting meetings with or information from had read rights to email, but always responded using her own name and included the statement: "Sent on behalf of also had the password to Agency computer account in order to access information for when she was in meetings outside the office or the building.

(U//~~FOUO~~) Although had responsibility for maintaining calendar in and had that responsibility in also occasionally entered meetings on it. Further, although the registry of taskers and related due dates was maintained by another contractor, that position had frequent turnover and trained new personnel in the task. did not perform personal tasks for "No, I don't do anything that's not work related."

(U//~~FOUO~~) Since moving to performed additional duties. Because appeared to have some "processing challenges" when first became the she tasked to provide an assessment of which processes worked well and which did not. also provided support to a contractor affiliate on the Team. Additionally, because did not yet have an OM, she helped train in how to maintain the registry of taskers.[8]

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[8] In December 2013, both CoS and her OM in and respectively) were competitively selected to serve as her CoS and OM in

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(U//~~FOUO~~) told that none of the in are allowed to have a civilian EA. never questioned the appropriateness of having read access to email and the password to computer account, as it was part of her responsibilities to help support and the office, so that they could operate efficiently. provided advice and support, but was not involved in decision-making on behalf of or the Government. Because she always answered the telephone "Contractor and had her company listed in her signature block, she did not believe that anybody would think that she was a Government employee. Although was unfamiliar with labor categories, including her own, she speculated that the duties she performed for in and were appropriate. She did not know the definition of "personal services."

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(U//~~FOUO~~)

(U//~~FOUO~~) ***On 21 May 2014, was interviewed and provided the following sworn testimony.***

(U//~~FOUO~~) has worked with and since approximately when became the chief of told that she and had worked together for many years: "My understanding is that everywhere goes, goes with her." The two have a very close relationship ("family-like") and are good friends. brought with her when she became

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(U//~~FOUO~~) According to and another contractor, serve as front office support for did not follow to Rather, he was already a contractor within that office. did not have a title. However, prior to and arrival in when asked who was, people in the office (names unrecalled) said that she was "like an exec" for

(U//~~FOUO~~) job involved a number of tasks. She reviewed documents on behalf of and her immediate subordinates and also "[kept] up to date on where she needs to go and what things are in her queue to sign and things like that." Whenever was out of the office, performed her duties. Such duties included maintaining calendar, which involved scheduling and moving meetings. was only allowed to print or work on calendar as a "last resort," when no one else was available. According to also compiled the daily book of information that required for meetings and kept updated. " will follow . She will walk with her to the meetings; tell her what she needs to know." and were "always together," unless one of them was on leave.

(U//~~FOUO~~) directly supported and provided her direction on what tasks to accomplish. However, occasionally also performed tasks for the office in general. "Sometimes. But, usually she's so consumed with everything she needs to do for it's not as much time to do them. Like, she'll do our weekly reports and everything. But, all that's for , because she has to submit them

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up." collected the information for the weekly action reports from the various divisions and drafted the office report for review. then told what changes were required before she approved the report and it was sent up the chain.

(U//~~FOUO~~) also mentored, but did not task Rather, she relayed taskings: " needs you to [do this or that]." reported to She had no knowledge of ever having performed personal tasks for However, she had read access to classified email account. knew this because occasionally would print out an email and remind that it was in her queue for a response. Further, also had the password to NSA computer account. On 28 August 2013, observed unlock computer, so that could access account while was out of the office.

(U//~~FOUO~~) According to it would be reasonable for people to assume that was a Government civilian: "If I didn't know [that was a contractor], I would think that she was a blue badge, that she was a govie, just based off of the way that they interact, [and] the way that she performs the tasks. And, especially with the calendars and everything, it seems more of a govie thing than a contractor [thing]."

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(U//~~FOUO~~)

(U//~~FOUO~~) ***On 22 May 2014, Chief was interviewed and provided the following sworn testimony.***

(U//~~FOUO~~) met in approximately when became the was a joint team comprised of both Government and contractor personnel. The contractors assisted with documentation, performed and knew her as "part of the team."

(U//~~FOUO~~) In approximately became the chief In she moved to be chief and several other team members moved with her to and then to In filled either an or position. Her primary task was to support and her two deputies in the front office with the review and preparation of documents, ranging from program briefing packages to responses to taskers. did not maintain the office registry of taskers and due dates. Rather, for those responses requiring review, ensured that they were timely and complete.

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(U//~~FOUO~~) The way it would work is would give her assessment of whether the action or the package, as I had tasked, was complete or whether there was [sic] missing pieces. I'd do a review, and then, the tasking [response] that would go out would go [through back to the Government person that was assigned.

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(U//~~FOUO~~) After the move to [redacted] role became even more focused on [redacted] and deliverables. [redacted] and [redacted] "back[ed] each other up." However, [redacted] focus was on [redacted] while [redacted] was [redacted] On an annual basis the [redacted] inquired regarding [redacted] general satisfaction with her contractor support and her requirements for the following year. [redacted] did not provide [redacted] contractor supervisors feedback specific to [redacted] performance.

(U//~~FOUO~~) In both [redacted] and [redacted] was responsible for [redacted] calendar, and [redacted] was responsible for the front office personnel and their training. Individuals seeking a meeting with [redacted] went through [redacted] "Not through [redacted]." However, [redacted] and [redacted] all worked together to deconflict [redacted] calendar. According to [redacted] she did not task [redacted] with conducting a review of [redacted] office practices. Rather, in approximately December 2013 she tasked [redacted] who had just been selected as [redacted] CoS, to conduct a wholesale review of said practices and make recommendations for improvement.

(U//~~FOUO~~) [redacted] required that 24 hours ahead of time she receive all the materials necessary to prepare for her next day's meetings. That way she could review them the night before. In [redacted] prepared this information for [redacted] in the form of a book. At [redacted] both [redacted] and [redacted] prepared the material. During a month or quarter, there would be "a handful of times" that [redacted] would walk [redacted] to a meeting in order to brief [redacted] on new information relevant to the meeting. Otherwise, it was [redacted] deputies who briefed her for meetings.

(U//~~FOUO~~) When [redacted] first arrived in [redacted] she asked that her front office team members' names be listed outside the door. This included [redacted] and [redacted] Because she was a new [redacted] and wanted to ensure that she did not violate any rules, [redacted] also sought related guidance from either the OIG or OGC by email.[9] She asked which position titles should be used for the contractors in the front office and mentioned the name tags outside the door. In response, [redacted] was told that contractor personnel should not have titles and that their names could not be listed by the door. As a result, [redacted] had the contractor names removed after they had been up only "a day or two." She did not recall whether the name plate also listed position titles.

(U//~~FOUO~~) When asked specifically whether [redacted] performed the functions of an EA, [redacted] equivocated: "That's a tough question." According to [redacted] directly supported her and her deputies, performing triage: [redacted] did not perform any personal tasks on her behalf. Rather, [redacted] was responsible for making sure that deliverables due out of the [redacted] were "quality and on time" and that [redacted] was kept on time as well. Because [redacted] contractor supervisor was not on site, she more frequently took direction from [redacted] However, [redacted] and the other front office staff were already aware of the [redacted] priorities; they participated in weekly or twice weekly "sync" meetings with [redacted]

[9] In an email to the OIG dated 02 September 2014, [redacted] stated that her saved emails only went back to 2013.

(U//~~FOUO~~) Both [redacted] and [redacted] had read access to [redacted] classified Outlook email account in [redacted]. However, [redacted] did not know whether [redacted] continued to have read access once they moved to [redacted]. She was unconcerned with giving a contractor access to her personal emails, because those involving sensitive or SAP information were encrypted. Further, according to [redacted] access to her email account was part of the email conversation she had with either the OIG or OGC when she first came to [redacted] and it was allowable. There was a large turnover in personnel at the time and an insufficient number of Government personnel to deal with the "fast and furious" actions of the [redacted] needed the help. "So, it was basically meant as a triage in order to provide that fallback - - fallback awareness." On an approximately quarterly basis while in [redacted] asked [redacted] to respond to an email on her behalf.

(U//~~FOUO~~) [redacted] provided [redacted] the password to her Agency classified computer account on one occasion in 2010 or 2011, so that [redacted] could access necessary information related to a tasker while [redacted] was out of the office. Upon her return, [redacted] changed her password. This was a onetime event and not a regular occurrence. According to [redacted] while she has been indoctrinated into several SAPS since becoming a [redacted] has not been read in to any. [redacted] has never had the password to [redacted] voicemail. [redacted] never activated her voicemail while the [redacted] and did not activate her voicemail in [redacted] until March 2014.

(U//~~FOUO~~) According to [redacted] did not perform personal services and could not be mistaken for a Government employee. She also did not perform inherently governmental functions. [redacted] generally interacted with [redacted] only the first thing in the morning, to ensure that packages were complete and any actions due the previous day had been done, and the last thing in the afternoon, at "sync" meetings regarding the status of upcoming priorities for completion: "I'm not speaking to [redacted] or the people in those [contractor] positions like I am [to] my deputies where we're talking strategy and working through problems."

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(U//~~FOUO~~) When reminded that the allegation was that [redacted] served as though she were [redacted] civilian EA – scheduling meetings, coordinating appointments, responding to emails on [redacted] behalf, and following her as she assumed new positions – [redacted] responded that she was disappointed in the allegation, given that the [redacted] front office worked "as a highly effective team." Although [redacted] did not believe that the situations should have given the appearance of impropriety, when she first became the [redacted] of [redacted] and later [redacted], the large turnover in personnel that followed may have led some people to mistakenly think that [redacted] was performing personal services or inherently governmental functions; all the front office personnel worked together to fill in gaps and make the office run efficiently during each transition.

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(U//~~FOUO~~)

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(U//~~FOUO~~) **On 18 August 2014, was interviewed and provided the following sworn testimony:**

(U//~~FOUO~~) works in . He worked with from approximately when became the chief of the office, to approximately when left brought and two Government civilians, and with her to the office. Prior to their arrival in heard that and were close and that served as EA. It was known that if you needed to get to , you should talk to . Because of the rumors, was initially leery of purpose. However, in did not serve in an EA role. Rather, she was placed on the team and groomed to perform a role. efforts were focused on sat next to trained her on matters, and familiarized her with specific . To his knowledge, the only person with read access to email was

(U//~~FOUO~~) heard that there was some sort of ongoing inquiry into and relationship as it related to the contract on which performed. He speculated that this may have been the reason that they appeared to go out of their way to ensure that role was clear and that people knew that no lines were being crossed in regard to her duties; for example, told people and seemed to want to make "overtly clear" that maintained her calendar.

(U//~~FOUO~~) did not see use the title of "EA to the " in her emails. To his knowledge, she did not have a position title. Further, he never saw make personal appointments on behalf of gave her daily schedule. had heard that before she was in liked to receive a book of information to prepare her for the next day's meetings. However, she did not receive such a book at conducted a review of standard operating procedures when she came to was not aware of conducting a similar review before arrival. He did not know whether had the password to classified computer account. did not go TDY with while at

(U//~~FOUO~~) directly supported and received her taskings from as did he: "We're part of her staff." However, the taskings were appropriate and included the review of contract timelines to ensure that everything was on schedule and related documentation to ensure accuracy and appropriateness. The only tasking that considered questionable was that rather than served as the intermediary in setting up all contractor visits with the Industry visitors seeking to meet with in their official capacity were directed to for scheduling. She did not otherwise serve as gatekeeper to did not evaluate performance. However, regularly asked general questions as to whether the contractor personnel in were meeting her expectations.

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(U//~~FOUO~~) According to [redacted] no longer supports [redacted]. In approximately June 2014, the [redacted] contract on which [redacted] performed ended and was replaced by the [redacted] contract. Under [redacted] the qualifications for the various labor categories changed and [redacted] went off the contract temporarily [redacted] with the intention of returning within a few weeks. However, [redacted] Because it had been so long and [redacted] had "moved on without her," [redacted] might not return to [redacted]

(U//~~FOUO~~) [redacted]

(U//~~FOUO~~) ***On 18 August 2014, [redacted] Contracting Officer (CO), [redacted] was interviewed and provided the following sworn testimony.***

(U//~~FOUO~~) In approximately [redacted] became the CO on the [redacted] contract.[10] As of [redacted] she became the CO on [redacted] the replacement contract for [redacted] The overarching [redacted] SOW had various general areas of scope, including [redacted] and Management Support. However, the [redacted] TTO, which had not changed over the last several years, only allowed for [redacted] Further, the [redacted] TTO, which also fell under the [redacted] contract, only allowed for [redacted]

(U//~~FOUO~~) [redacted] was an [redacted] employee who worked on the [redacted] and [redacted] TTOs. She worked on the [redacted] TTO from [redacted] to [redacted] serving first on the [redacted] Team on the [redacted] Program and then moving to [redacted] and when [redacted] became [redacted] of each office. [redacted] switched to the [redacted] TTO in October 2013, while remaining in [redacted] As an [redacted] was to provide [redacted] to [redacted] and [redacted] (under the [redacted] TTO) and [redacted] and to [redacted] (under the [redacted] TTO). Her labor category did not allow for the provision of management support.

(U//~~FOUO~~) [redacted] was not an authorized personal services contract. However, the overarching SOW was very vaguely written (the wording was tightened up for [redacted]). Because of the way the description of Management Support was originally written, [redacted] walked a thin line with becoming a personal services contract. It allowed for the performance of general office management and administration functions that were not really appropriate to a non-personal services contract.

(U//~~FOUO~~) From approximately May 2009 to November 2010, [redacted] was co-located with [redacted] and [redacted] while she was a [redacted] with [redacted] supporting [redacted]. When [redacted] and [redacted] first came to [redacted] had

[10] The [redacted] contract number was [redacted] had multiple TTOs. The TTO for [redacted] was [redacted] and the TTO for [redacted] was [redacted]

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name plates made for her and [redacted] as well as another contractor, [redacted] and placed them outside the [redacted] front door. This created office gossip, as contractors were not supposed to be listed as part of front office staff. The name plate did not identify [redacted] as a contractor; [redacted] did not specifically recall whether it listed [redacted] position title. However, according to [redacted] name was on the door because she filled the role of [redacted] EA. [redacted] emailed OGC about the contractor name plates and was subsequently telephonically contacted by an attorney, who asked about her concerns and said that he would meet with [redacted] about the name plates. Shortly thereafter, the contractor name plates were removed and [redacted] learned that [redacted] was in the process of being made a Government civilian.

(U//~~FOUO~~) In [redacted] observed [redacted] performing EA functions on behalf of [redacted] including greeting and inviting visitors in for meetings with [redacted] sitting in on some of these meetings [redacted] speculated that it was to take notes), and letting people know when [redacted] was ready to see them. She heard that [redacted] performed other EA duties, including making [redacted] personal appointments and putting together paperwork for [redacted] to take home in order to prepare for the next day. As a trained CO, [redacted] considered these to be personal services-type functions inappropriate to [redacted] labor category.

(U//~~FOUO~~) According to [redacted] many of the tasks [redacted] performed could have fallen within the scope of the overarching [redacted] contract. However, they were not within the scope of her labor category and the [redacted] and [redacted] TTOs.[11] Rather, they would have fallen under Management Support. Further, they constituted personal services in that their performance by [redacted] would lead people to believe that she was a Government employee. The following tasks, reportedly performed by [redacted] were reviewed with [redacted]

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- Having read rights to [redacted] email;
- Forwarding emails regarding the scheduling of [redacted] related events to herself and flagging them for follow-up;
- Responding on [redacted] behalf to emails requesting meetings;
- Providing [redacted] an informal assessment of the efficacy of [redacted] general office processes;
- Assisting in maintaining and tracking the office registry and actions, when such actions were [redacted] related;
- Providing [redacted] and her deputy all necessary documentation for their next day's meetings;
- Using [redacted] classified computer account password to access information on [redacted] behalf ([redacted] noted that this would also be a security violation);

[11] During the interview, [redacted] was informed of the various tasks the OIG investigation revealed [redacted] had performed [redacted] behalf. She was also provided the opportunity to compare the tasks performed by [redacted] to both the [redacted] SOW and the [redacted] and [redacted] TTO SOWs.

- Using the title of EA in her signature block in both [redacted] and [redacted] ("She's not an executive assistant. She's supposed to be doing [redacted]");
- Serving as gatekeeper to those seeking approval of training and signing of RTAs by [redacted] and meetings with her;
- Scheduling meetings and deconflicting already scheduled meetings on behalf of [redacted];
- Passing on [redacted] directions and expectations to her subordinates related to [redacted] leadership meetings and who would represent the [redacted] on certain teams;
- Taking care of [redacted] TDY logistics and completing her RTA;
- Notifying a conference organizer that [redacted] and,
- Inviting [redacted] deputies, [redacted] PMs, and Deputy PMs to attend an [redacted] event and asking them to respond to her so that she could make seating arrangements.

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(U//~~FOUO~~) According to [redacted] none of the above functions, with the possible exception of [redacted] having read rights to [redacted] emails (due to their potential sensitivity); were inherently governmental. [redacted] provision of her computer account password to [redacted] was simply wrong; not even other Government personnel should have [redacted] password.

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(U//~~FOUO~~) The [redacted] contract allowed for sending contractors TDY at Government expense, given appropriate justifications. However, [redacted] written justification for [redacted] TDY to an [redacted] provided insufficient information to determine what tasks [redacted] would perform and whether they would be appropriate to the SOW and her labor category.[12] Further, because the SOW was supposed to be about support to the [redacted] rather than to a [redacted] at which [redacted] would be representing the [redacted] it was unlikely that the TDY and its associated tasks were appropriate.

(U//~~FOUO~~) [redacted] justification for [redacted] 2012 TDY to [redacted] used the same vague wording of the previous year's insufficient justification. However, the TDY was approved after assurances were given that [redacted] would be serving as a SME, rather than an EA. [redacted] did not know whether [redacted] was a qualified SME in [redacted] However, because [redacted] was being paid as an [redacted] and not as a SME, her participation on the TDY was inappropriate to the TTO and her labor category. According to [redacted] if [redacted] needed a contractor SME, it should have been made a separate approved labor category of the contract or listed as one of the duties of an approved labor category under which [redacted] could perform. In this case it was neither.

(U//~~FOUO~~) According to [redacted] the misuse of contractor personnel to perform personal services, as well as inherently governmental functions, is systemic among [redacted] because the [redacted] lost many civilian personnel, who were replaced by contractor staff. The [redacted] were overworked and required, but no longer had, civilian or military EAs and chiefs of staff. As a

[12] During the interview, [redacted] was shown emails related to the justification of [redacted] TDY trips with [redacted] in 2011 and 2012.

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result, they used contractors working in their offices to perform personal services, some of which also constituted inherently governmental functions. For all intents and purposes, these contractors acted as Government civilians taking direction and tasking directly from their [redacted] and having access to sensitive Government information as a result. Based on the tasks that [redacted] performed, she was one of those contractors.

(U//~~FOUO~~) [redacted] (b) (3)-P.L. 86-36

(U//~~FOUO~~) ***On 26 August 2014,*** [redacted] ***CoS,*** [redacted] ***was interviewed and provided the following sworn testimony.***

(U//~~FOUO~~) [redacted] first began working with [redacted] and [redacted] all of whom had previously worked together in [redacted] in August 2009 when she was competitively selected to be [redacted] CoS in [redacted]. At that time, [redacted] and [redacted] were contractors. In approximately December 2009, [redacted] was competitively selected to be the [redacted] civilian OM. [redacted] remained a contractor. [redacted] left [redacted] to become the [redacted] of [redacted]. In August 2013 and [redacted] quickly followed her there. In December 2013, [redacted] and [redacted] were competitively selected to fill their equivalent positions in [redacted].

(U//~~FOUO~~) Shortly after [redacted] assumed her position in [redacted] put the names and positions of front office personnel, with the exception of [redacted] ("[redacted] was very annoyed."), on a plaque outside the office door. The listed personnel included [redacted] her deputies, as well as the two contractors, [redacted] as OM and [redacted] as EA. [redacted] told [redacted] and [redacted] that as contractors they were not front office staff and could not be listed, but her guidance was ignored. Although [redacted] took no other action, within a week or less both [redacted] and [redacted] names and titles were removed. She heard a rumor that the removal was the result of a complaint.

(U//~~FOUO~~) [redacted] did not have an [redacted] background and was unfamiliar with the duties allowed to be performed under [redacted] labor category. As CoS at both [redacted] and [redacted] handled civilian personnel matters and was responsible for office actions, many of which required [redacted] approval. Because [redacted] dealt regularly with [redacted] on [redacted] related taskers, [redacted] initially sought her assistance with obtaining [redacted] review and approval of [redacted] related taskers. As [redacted] became more comfortable in her position and her interactions with [redacted] she did not regularly use [redacted] as her intermediary. However, there were occasions when [redacted] was unable to get in to see [redacted] regarding an action before leaving for the day. On such occasions, she asked [redacted] who worked later, to obtain the necessary information or approval from [redacted]. Although [redacted] tracked all office actions through an official registry; [redacted] maintained her own separate list of all actions and due dates.

(U//~~FOUO~~) In [redacted] served as an intermediary between the PMs and [redacted] related to [redacted] documents. [redacted] conducted the final review of all PM-drafted documents to ensure that they made sense before providing them to [redacted]

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After review, if did not call in the PMs for a personal meeting, provided the PMs either final approval or her edits and comments for them to incorporate. was not directly tasked; she had worked with on the programs so long that she knew the priorities and how to accomplish them to satisfaction.

(U//~~FOUO~~) Although performed related duties, she also performed administrative functions in direct support of She had no official title, but used the title "Executive Assistant" in her email signature block despite telling her on several occasions that she was not an EA. Further, although it was technically job to do so, scheduled meetings on behalf of and worked to deconflict scheduling issues. This initially caused tension between and However, subsequently told that they had worked things out. People seeking approval of related matters frequently went through In addition, oftentimes relayed expectations and directions to staff members on behalf.

(U//~~FOUO~~) also compiled the information needed to prepare for the next business day. She had read access to email account, as did speculated this was so that could flag and monitor priorities on behalf. did not know whether initiated and completed RTAs on behalf. However, because and worked together and backed each other up, there was "a strong chance" that had done so. Similarly, it was likely that had on occasion handled TDY logistics: "When I was aware of a trip for , it would be who was supposed to be setting it up, because she was the Government person. But, they just started, like, sharing [the travel logistics tasks]." acknowledged having gone through both and to obtain approval of her travel voucher for a 2012 TDY.

(U//~~FOUO~~) was asked about the justification she wrote for to accompany on a June 2012 TDY for an According to she would not have written it herself, given that she had little knowledge of and the role would be performing on the TDY. She speculated that because it had worked before, she was given the previous justification from which to cut and paste.

(U//~~FOUO~~) did not recall that had subsequently confirmed on her and behalf that would be serving as a SME during the TDY. Further, she did not know whether was a SME on the topic, other than to the extent that speculated that because sent the confirmation on a date that she was out of the office she was not told about the confirmation until after it had been sent. asked someone in an email to send her and the TDY agenda because , not she, kept updated.

(U//~~FOUO~~) was unfamiliar with the particulars of a TDY on which accompanied She did not know role during the TDY. did not recall accompanying on any other TDYs.

(U//~~FOUO~~) had the password to classified computer account in order to be able to log off so that others could use the computer and to access information and documents. On at least six occasions over the four years she was in observed unlock account.

(U//~~FOUO~~) Although recalled speaking with about problems with office processes after moved to that organization, she did not recall whether ever tasked to perform an informal assessment of which processes worked and which did not. "It wouldn't seem, wouldn't seem odd to me [if she did]." performed a complete assessment of office processes after she began working in the office.

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(U//~~FOUO~~) was much different than in that it was more based. duties changed somewhat as a result. When arrived, she was unclear as to role in the office. continued to put together the daily "read aheads" for but not consistently. She also continued to assist with scheduling appointments and other administrative tasks. And, because people knew they continued to use her as a conduit to However, it was clear that also wanted to assume a new role, "which was huge," in worked with on those duties. did not know whether continued to have read access to email account in

(U//~~FOUO~~) According to it would be reasonable for those with knowledge of duties and roles at and to think that she was a Government civilian; worked very closely with and "did a lot of things" in the offices. However, was unfamiliar with what constituted personal services and inherently governmental functions. She had no knowledge of ever performing personal tasks on behalf of

(U//~~FOUO~~) Although performed some of the duties of an EA, did not consider her to have performed the role of an EA, which she defined as someone who shadowed an executive all day taking notes, attending meetings, and keeping the executive on track. "Someone who is [always] side by side with the boss." On several occasions, suggested to that she obtain a civilian EA. attempted to obtain extra Government billets with the possible intention of doing so. However, was short staffed and did not want to provide additional staff positions. Ultimately, said that she was told that she could not hire for an EA.

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(U//~~FOUO~~)

(U//~~FOUO~~) ***On 22 August 2014, OM, was interviewed and provided the following sworn testimony.***

(U//~~FOUO~~) With the exception of a short period from to since when was hired as a contractor in the she has supported by answering telephones, scheduling meetings, and performing other administrative tasks. In approximately followed to as a contractor with the understanding that she was going to become a Government employee. had a civilian OM position for which had applied. She was selected and in became a civilian performing the same functions she had as a contractor.

(U//~~FOUO~~) also worked for in and However, as a contractor was not allowed to be listed as part of front office staff; in approximately 2009, her name had to be removed from the front office door. In assisted the program teams with their documentation and schedules, provided relevant background information for meetings, and reviewed related responses to actions that came in to the In she had added duties. In contrast to worked with the and drafting the weekly status report for approval.

(U//~~FOUO~~) Although had duties, she was also responsible, along with for ensuring that had all the information she needed and was where she needed to be when she needed to be there. Because stayed late, one of her responsibilities was to put together the package of background information, important emails, and other documents that would need the next day; who was very busy, tended to ask for assistance from whoever was close at hand whenever she needed something. Because while in sat outside office, she was also often tasked to help: " is an executive and when she wants things done, she wants them done now. And, she doesn't care who or the color of the badge that is there to do the duty." As a result, received her taskings directly from and regularly passed along directions and information to leaders and staff on her behalf.

(U//~~FOUO~~) and were the most trusted of staff and had the most direct access to her; more so than They worked as a team, serving as gatekeepers to Although was responsible for maintaining calendar, served as her backup through at least early 2014. They both had read access to classified email account in order to identify and flag priority taskings and better schedule her day was unsure whether continued to have read access after arrival in forwarded emails from email account to her own and flagged them

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for follow up to ensure that certain meetings were scheduled and particularly important tasks completed.

(U//~~FOUO~~) Because people knew that frequently said "no" to meeting requests and that had access to they sometimes went directly to to schedule meetings with or obtain her signature. Additionally, because was aware of how liked to have things presented, she assisted in training contractor and civilian personnel in how to maintain the and action registries. had no knowledge of ever having access to computer account password.

(U//~~FOUO~~) According to all duties were official. made TDY travel reservations and took care of related logistics. However, completed RTAs. She recalled accompanying on TDYs in 2011 and 2012 and telling her that TDY role was as a SME. When asked specifically whether was a SME in said that she was unsure; reviewed related documents on behalf of and had worked with a CO and another contractor who were on the program. During the served in an EA role, "preparing and making sure everything went smoothly during the conference."

(U//~~FOUO~~) Because usually went to when she needed something, people were probably under the impression that was her EA. Further, to some extent, she performed the duties of an EA. However, always identified herself on the telephone and in person as a contractor. did not know labor category. However, she assumed that job duties were appropriate to her TTO and labor category.

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(b)(6)

(U) Analysis and Conclusions

(U//~~FOUO~~) NSA paid and therefore at an labor rate for a civilian contractor employee to provide From through was the contractor who provided such support through the performance of various tasks, including the preparation and review of documents. However, in addition to these duties, it was clear that administrative tasks were a large part of duties at and Emails showed that directed to perform a variety of such tasks. expected and to maintain her calendar and directly tasked to schedule particular meetings. relayed directions and expectations to leaders, handled TDY logistics, regularly deconflicted her schedule, and even informed conference planners of "on behalf." gave both read access to her email and the password to her computer account in order for to perform her administrative role efficiently and

(b)(6)

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effectively. [redacted] role within the [redacted] was corroborated by witnesses, who testified that she was responsible for compiling [redacted] daily "read ahead" materials and keeping her prepared and on schedule. None of these tasks involved the provision of [redacted] expertise by [redacted] and therefore, even if these tasks were authorized under the applicable TTOs, they should have been performed by a contractor in a different labor category.

(U//~~FOUO~~) Although contractor performance of administrative tasks was allowable under the Management Support area of scope for [redacted] it was not supported under the [redacted] and [redacted] TTOs. Therefore, [redacted] performance of these functions exceeded the scope of the TTOs. It is difficult to quantify the amount of time [redacted] spent performing such inappropriate tasks. However, given witness testimony and email evidence in this case, it was significant. [redacted] knew that [redacted] was an [redacted] yet had her perform administrative tasks with no consideration to their appropriateness to her labor category and the relevant TTOs. Because the unallowable functions were performed with [redacted] knowledge or at her specific direction, this created the potential for an unauthorized commitment.[13]

(b) (6)

(U//~~FOUO~~) [redacted] treatment of [redacted] went significantly further, however, than simply assigning her tasks that were not part of the TTOs. We also found that [redacted] inappropriately allowed [redacted] access to potentially sensitive Government information and allowed her to perform functions inappropriate to a non-personal services contractor; generally treating [redacted] as a Government employee. We believe it reasonable that as a [redacted] knew, or should have known, that, despite whatever professional or personal confidence one had in a particular contractor, contractors should not have access to a senior official's email due to the potential for unauthorized access to sensitive or classified information.[14] Despite this knowledge, [redacted] allowed [redacted] to review her personal email account for actions and meeting requests of importance. [redacted] personal trust in and reliance on [redacted] appeared to cloud her judgment. Even if most sensitive emails are encrypted, as [redacted] claimed, that was irrelevant in this case. [redacted] provided [redacted] the password to her classified computer account. As a result, [redacted] had potential access not only to [redacted] PKI encrypted email, but also to all her restricted files and documents. Regardless of [redacted] loyalty and professionalism, by entrusting her with unauthorized access to sensitive and compartmented information, [redacted] put the Agency at risk.

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[13] The FAR 1.602-3, Ratification of Unauthorized Commitments, defines an unauthorized commitment as an agreement that is not binding solely because the government representative who made it lacked the authority to enter into that agreement on behalf of the government. [redacted] did not have the authority to modify the scope of the TTOs.

[14] In fact, in May 2014, the Agency created a policy, NSA/CSS Policy Instruction 6-0003, "Access to Senior Encrypted Email," strictly limiting access to senior executives' encrypted email to "authorized and assigned" EAs cleared to the same level as the senior and indoctrinated for the same special accesses.

(U//~~FOUO~~) acted inappropriately by treating as though she were a Government civilian, specifically by interacting with and tasking her as if she were her EA.[15] Further, she did so even after receiving information from the OIG, including guidance from the AGC for in December 2009, that she should not use contractor employees to serve as personal secretaries or executive assistants, because doing so could create an unlawful personal service contract. Even despite not viewing as having served in an EA role, stated that both he and directly supported and received their taskings from because they were "part of her staff."[16] Additionally, the CO testified that treated like a civilian EA; acted as a Government employee, taking direction and tasking directly from and having access to sensitive Government information as a result.

(b) (6)

(U//~~FOUO~~) The FAR Part 37 identifies as a key to personal services that the contractor personnel are subject to the "relatively continuous supervision and control" of the Government. clearly was subject to the continuous supervision and control of who provided essentially all of daily tasking: testified that she had supported directly since and followed her from to [17] On a daily basis, packaged all documentation necessary to prepare for the next business day and ensured that she was kept on schedule. had read rights to email and the password to her computer account in order to respond to emails on behalf and obtain information she might need. Until August 2013, sat just outside office. According to was the first person turned to when she needed something. Until approximately September 2013, when she was notified of a complaint, used the title of EA; she was not familiar with the labor category to which she was assigned as a contractor. The pervasive nature of close relationship with was epitomized when an sent his RTA to asking that she get approval from for his travel reimbursement.

(U//~~FOUO~~) During her testimony to the OIG, minimized the extent of the administrative tasks that performed on her behalf. However, she did not deny that

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[15] Despite assertion to the contrary, it is irrelevant whether used the title "EA to" or "EA for" the in her email signature block. Both titles are inappropriate and demonstrate that was treated as a Government employee. According to NSA/OGC guidance ("Top 10 List: Government/Contractor Relations," dated December 2005), contractors should not be given organizational titles normally held by Government employees.

[16] Such relationships are indicative of personal services and, according to NSA/CSS OGC guidance ("Top 10 List: Rules for Avoiding Improper Personal Services Contracts," dated December 2005), should be avoided. and are not part of staff; they are contractors.

[17] following may have violated NSA/CSS OGC guidance ("Top 10 List: Rules for Avoiding Improper Personal Services Contracts," dated December 2005) that states: "The contractor, acting through its program manager, decides which contractor employees should be assigned new Government taskings, whether particular contractor personnel are carrying too heavy a workload, and whether overburdened contractor personnel should delegate work to other contractor personnel. Government employees do not make these decisions."

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performed the functions of an EA. worked closely with regularly assigning her work and otherwise keeping her informed of priorities through scheduled front-office staff meetings. According to directly supported her and her deputies and was responsible for keeping her on time and ensuring that deliverables were high-quality and timely. even acknowledged, in a justification for to travel with her to a conference, that was essentially interchangeable with a Government employee, stating that support to us for this event is essential to our preparation and participation. There are no government personnel with the requisite skills to take over for nor is there time to train/familiarize anyone within the one week remaining before the event."

(U//~~FOUO~~) Other witnesses described as a facilitator for People went directly to who many described as EA, to schedule time with and obtain signatures from Multiple witnesses testified that based on the tasks she performed and her close relationship with it would be reasonable for people to assume that was a civilian. We concluded that, given her potential access to sensitive Government information, including compartmented information for which she had not been indoctrinated, and her relationship with functioned as a Government civilian.

(U//~~FOUO~~) While some of the functions performed constituted personal services, we found insufficient evidence to conclude that they rose to the level of inherently governmental functions as defined by law and regulation. testified that she did not make decisions on behalf of the Government. Rather, she provided advice and made recommendations to Further, did not direct Government employees; in her EA role, she passed along directions and expectations and scheduled others' access to her.

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that tasked to perform work that was outside her labor category and exceeded the scope of the relevant TTOs, thereby creating the potential for an unauthorized commitment, as defined by the FAR, Part 1. The preponderance of the evidence also supports the conclusion that employed personal services in excess of that authorized by law and in doing so created a potential violation of the ADA, 31 U.S.C. §1342.

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IV. (U) RESPONSE TO TENTATIVE CONCLUSION

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(U//~~FOUO~~) On 10 September 2014, the OIG sent [redacted] the tentative conclusions reached in the investigation and gave her until the close of business (COB) 23 September 2014 to provide a response and any additional information. On 24 September 2014, after receiving no response, the OIG sent [redacted] a reminder email and gave her until the COB 24 September 2014 to respond. That same date, [redacted] who had read the reminder email to [redacted] telephoned the OIG. She said that [redacted] went on leave 19 September 2014. According to [redacted] had received the OIG's 10 September 2014 email and was aware of the OIG's tentative conclusions. Because [redacted] provided no additional information by 24 September 2014, the OIG finalized its report and forwarded it to Employee Relations.

(U//~~FOUO~~) On 02 October 2014, [redacted] responded to the OIG's 24 September 2014 reminder email and asked to submit a response to the tentative conclusions. Although [redacted] did not request an extension in a timely fashion, the OIG granted her an extension until 10 October 2014 to provide a response to the preliminary conclusions.

(U//~~FOUO~~) [redacted] provided her response to the OIG's tentative conclusions on 10 October 2014 (a copy of the response and related emails are attached as Appendix E). In her response, she reiterated her previous testimony that she had shared her NSA computer password with [redacted] on only one occasion. [redacted] also denied treating [redacted] as a Government employee and having [redacted] perform [redacted] related work outside the scope of the TTO. According to [redacted] helped coordinate a 2011 TDY only after [redacted] sought and received approval from the CO. [redacted] said that her civilian OM and COS provided her general management support. Further, [redacted] not [redacted] "had primary responsibility for accessing my email to keep me apprised of time-sensitive senior management requests while out of the office."

(U//~~FOUO~~) In her response, [redacted] asked that the OIG reconsider the preliminary findings. She also asserted that, because the [redacted] is responsible for [redacted] any task performed by [redacted] on behalf of the [redacted] was [redacted] related and, therefore, allowable under the TTO: "There are no [redacted] related activities, so [redacted] could not, in fact perform [redacted] related functions."

(U//~~FOUO~~) We found this argument unconvincing, especially given [redacted] assertion regarding the tasks performed by [redacted] and [redacted] While the [redacted] has an [redacted] related mission, several affiliates assigned to its front office, specifically [redacted] and [redacted] as the OM and COS respectively, do not exclusively perform [redacted] related functions. Rather, their positions are support roles and administrative in nature. In contrast, [redacted] was an [redacted] and,

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under the TTOs, was to be used as such. Despite this and despite having received specific OGC guidance not to do so, [redacted] had [redacted] perform tasks more appropriate to the role of an EA, a title [redacted] used for years. Completion of travel vouchers, emails relating [redacted] and deconfliction of meetings, are only a few examples of the administrative, management support duties performed by [redacted] on behalf of [redacted] For [redacted] to attempt to dub them [redacted] related" simply because they were performed in a [redacted] is disingenuous.

(U//~~FOUO~~) Because [redacted] provided no information requiring additional investigation, our preliminary conclusions became final.

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V. (U) CONCLUSIONS

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(b)(6)

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that [redacted] misused Agency ISs by providing [redacted] the password and, therefore, access, to her classified computer account, in violation of NSA/CSS PM 6-3, Chapter 2, §4.j and the NSA/CSS PMM, Chapter 365, §2-3(A)(6) and §2-4.

(U//~~FOUO~~) The preponderance of the evidence also supports the conclusion that [redacted] tasked [redacted] to perform work that was outside her labor category and exceeded the scope of the relevant TTOs, thereby creating the potential for an unauthorized commitment, as defined by the FAR, Part 1. Further, the preponderance of the evidence supports the conclusion that [redacted] employed personal services in excess of that authorized by law and in doing so created a potential violation of the ADA, 18 U.S.C. §1342.

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VI. (U) DISTRIBUTION OF RESULTS

(U//~~FOUO~~) A copy of the OIG report will be forwarded to Employee Relations, OGC Acquisition Law, and OGC Ethics for action deemed appropriate. As required by DoD 7000.14-R, FMR, Volume 14, Chapter 3, Preliminary Reviews of Potential Violations, November 2010, the OIG will notify the NSA Comptroller about the potential ADA violation. A summary of the investigative findings will be forwarded to the NSA Comptroller and to ADS&CI for information and action deemed appropriate.

[redacted]
Senior Investigator

Concurred by:

(b)(3)-P.L. 86-36

[redacted]
Assistant Inspector General
for
Investigations

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(U) APPENDIX A

(U) 28 August 2013 Email to the [redacted] SSO

[redacted]

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[redacted]

From: [redacted]
Sent: Wednesday, August 28, 2013 1:26 PM
To: [redacted] (b) (3)-P.L. 86-36
Subject: (U) Security Concern

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Good Afternoon,

(U) I am emailing you with a concern that I saw today. I was sitting at my desk while our [redacted] went to another meeting. Her computer was locked and one of her contractors went in and unlocked it and let another contractor on. I am not sure what was done, but I was shocked about the fact that someone was able to do that. And the fact it was a contractor was what really confused me.

(U) I hope I am not in the wrong for doing this and I don't want this to come back and bite me because I reported it. I just want to make sure that everything is secure and done the right way especially with the events that have occurred in the past 6 months.

Thank you,

[redacted]

(U//~~FOUO~~)

[redacted]

Current Status: In

Have a large file? Put it in my dropbox.

To check the status of your [redacted] **Click on this link .**

(U//~~FOUO~~)

[redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~ (b) (6)

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(U) APPENDIX B

(U) Relevant Contracting Documents

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REVISION 3 TO STATEMENT OF WORK
for the

CONTRACT

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NSA: 06150

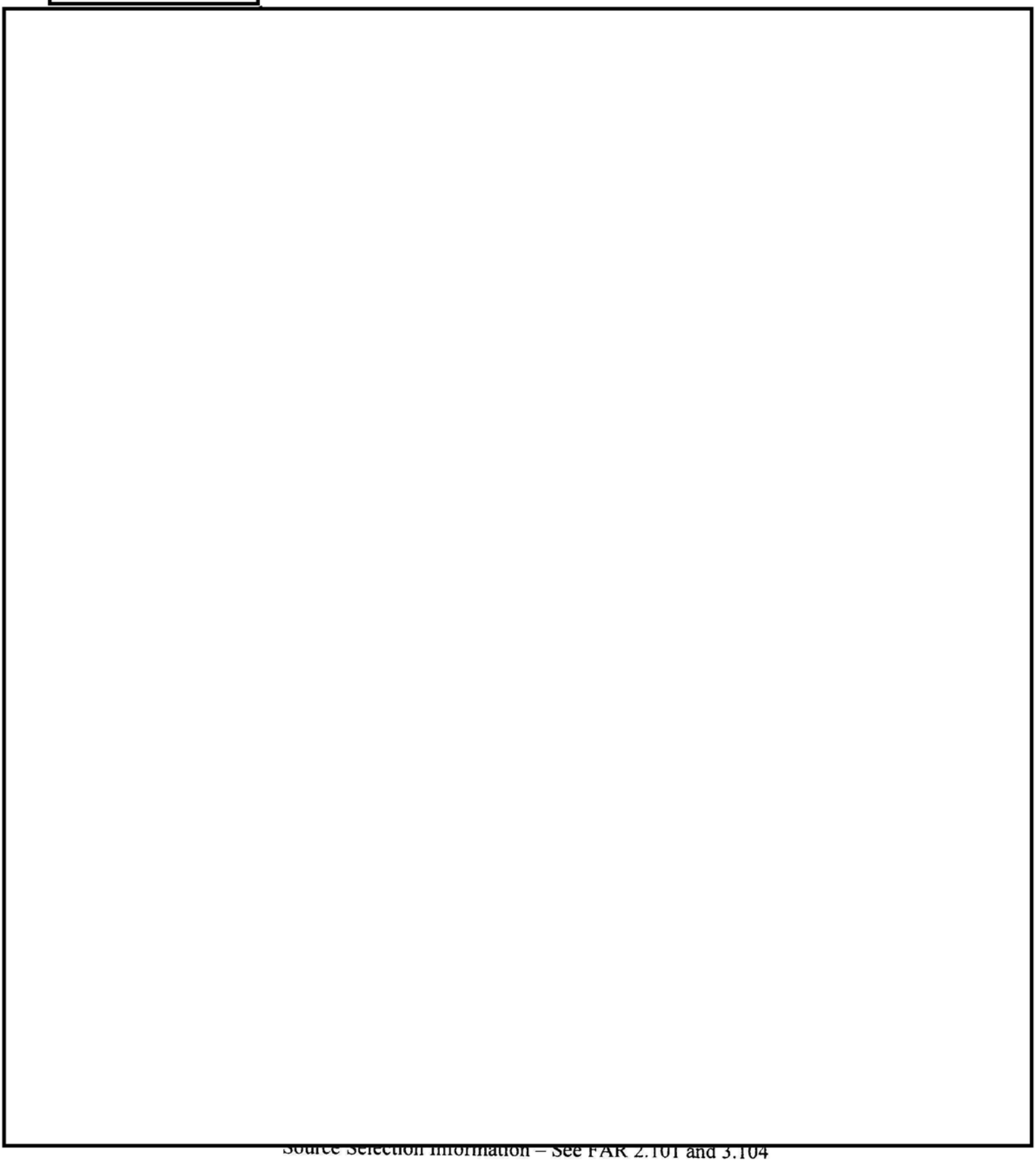
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Release: 2018-13
NSA: 06154

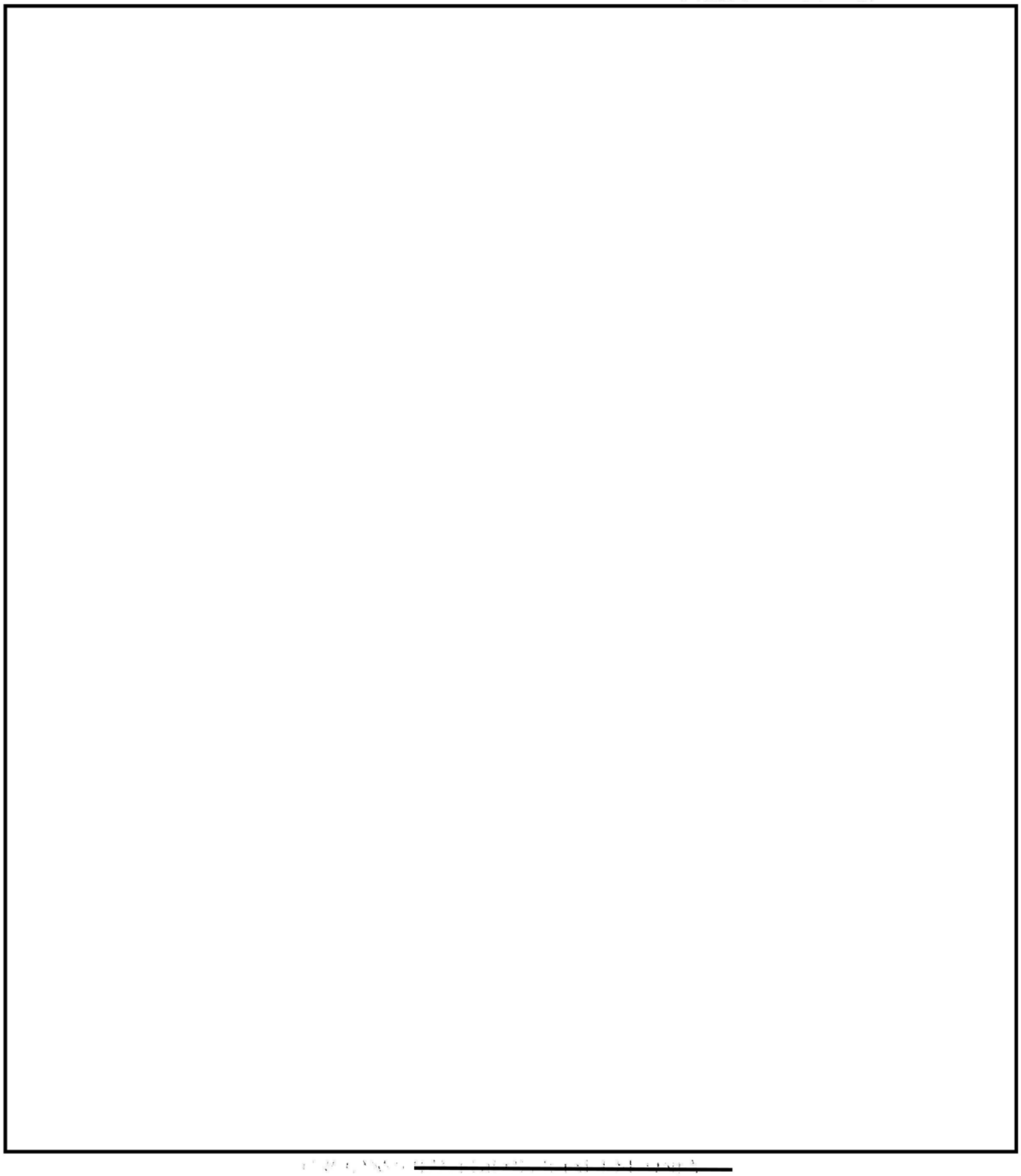
(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06155

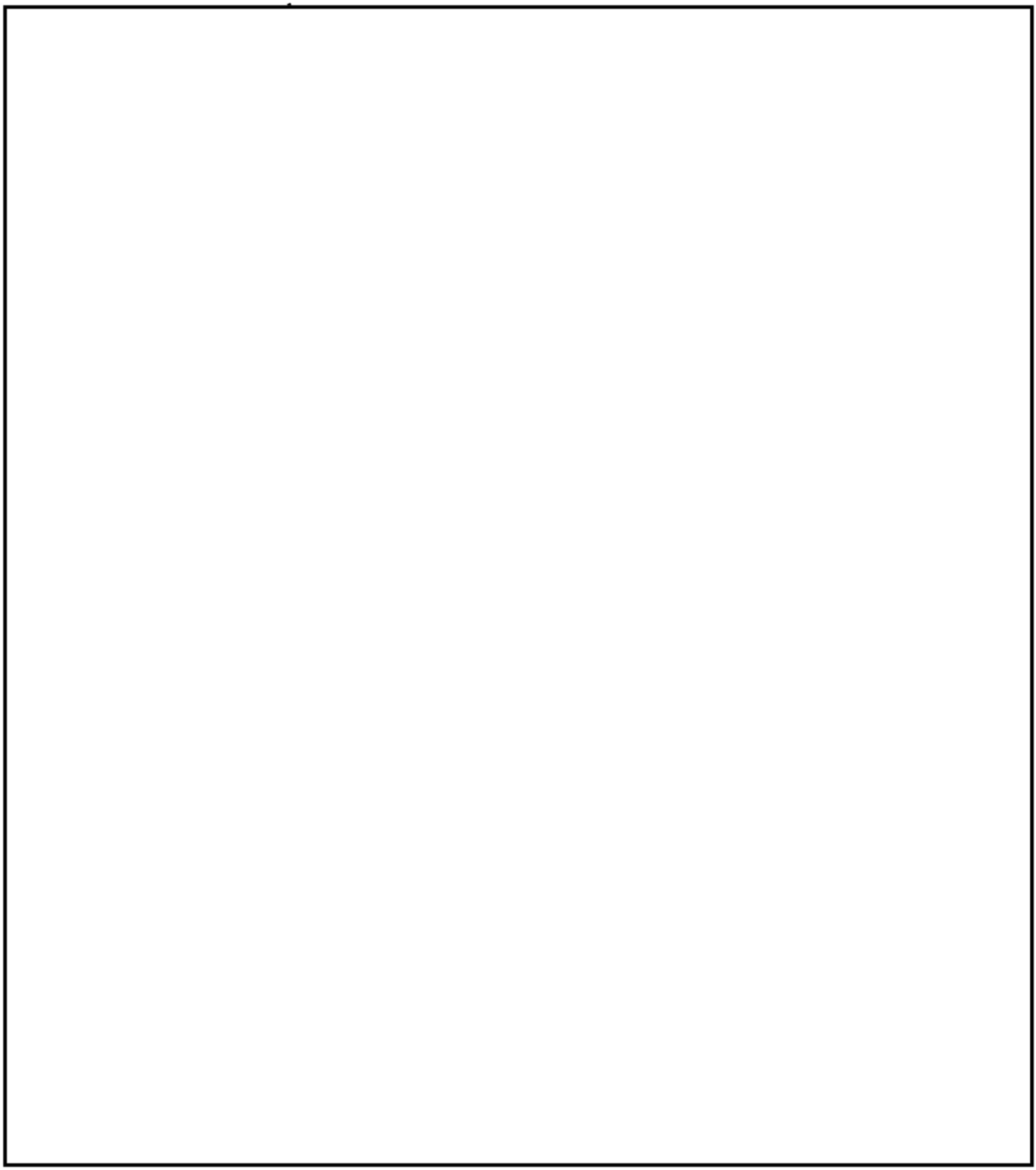
(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06156

(b)(3)-P.L. 86-36



(b)(3)-P.L. 86-36



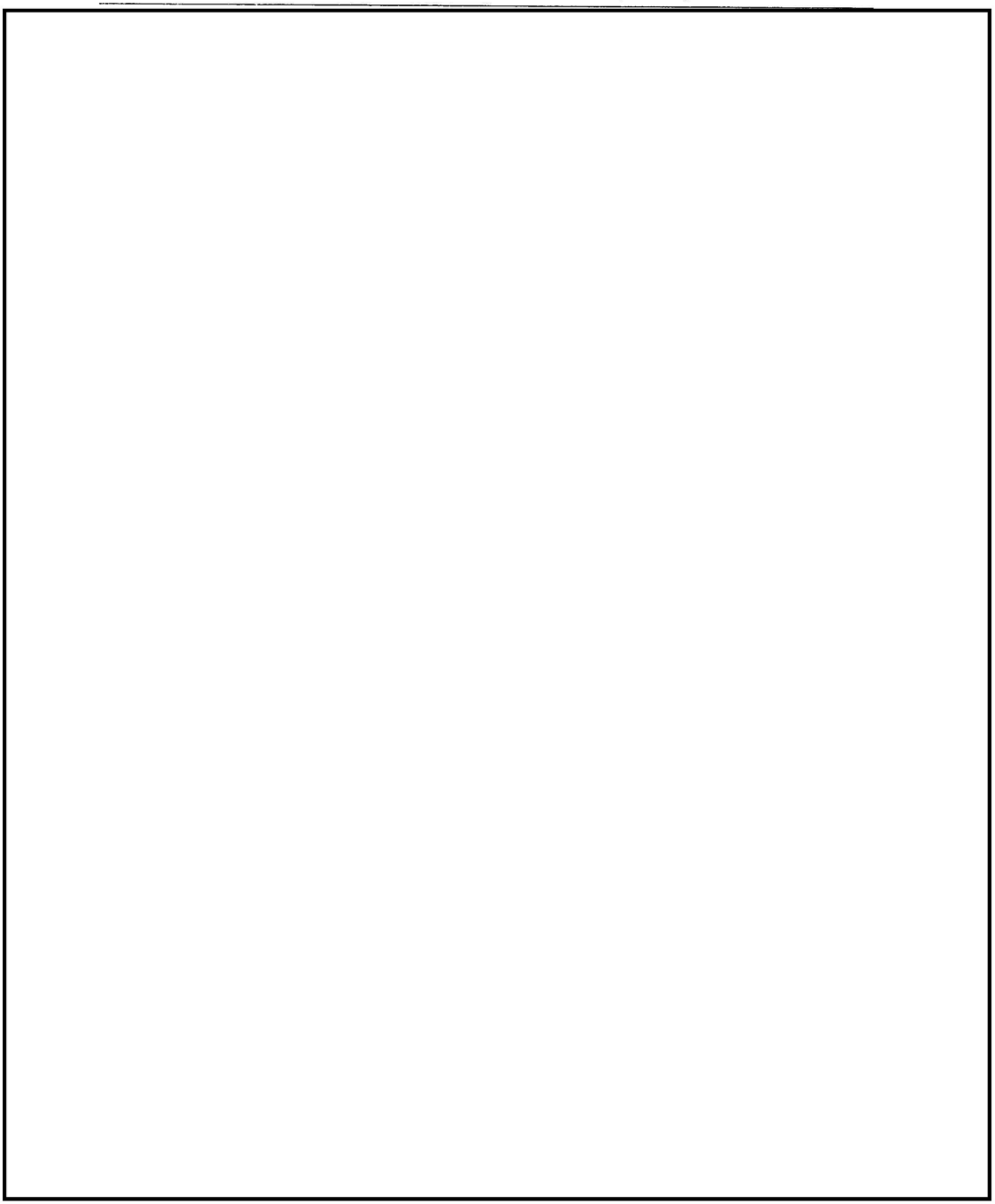
(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06159

(b)(3)-P.L. 86-36

[redacted]

[redacted]



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06161

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06162

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06163

(b)(3)-P.L. 86-36

[redacted]

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

[redacted]

[redacted]

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06164

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06165

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06166

[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment.

SCIF Facilities
The contractor shall provide NSA accredited Special Compartmented Information Facility (SCIF) approved for the storage and processing of classified information and designated Special Compartmented Information (SCI). This space is to include office space, furniture, computers, NSANet connectivity, Internet connectivity, telephones (secure and unsecure) and related services to accommodate staffing for the efforts described herein.

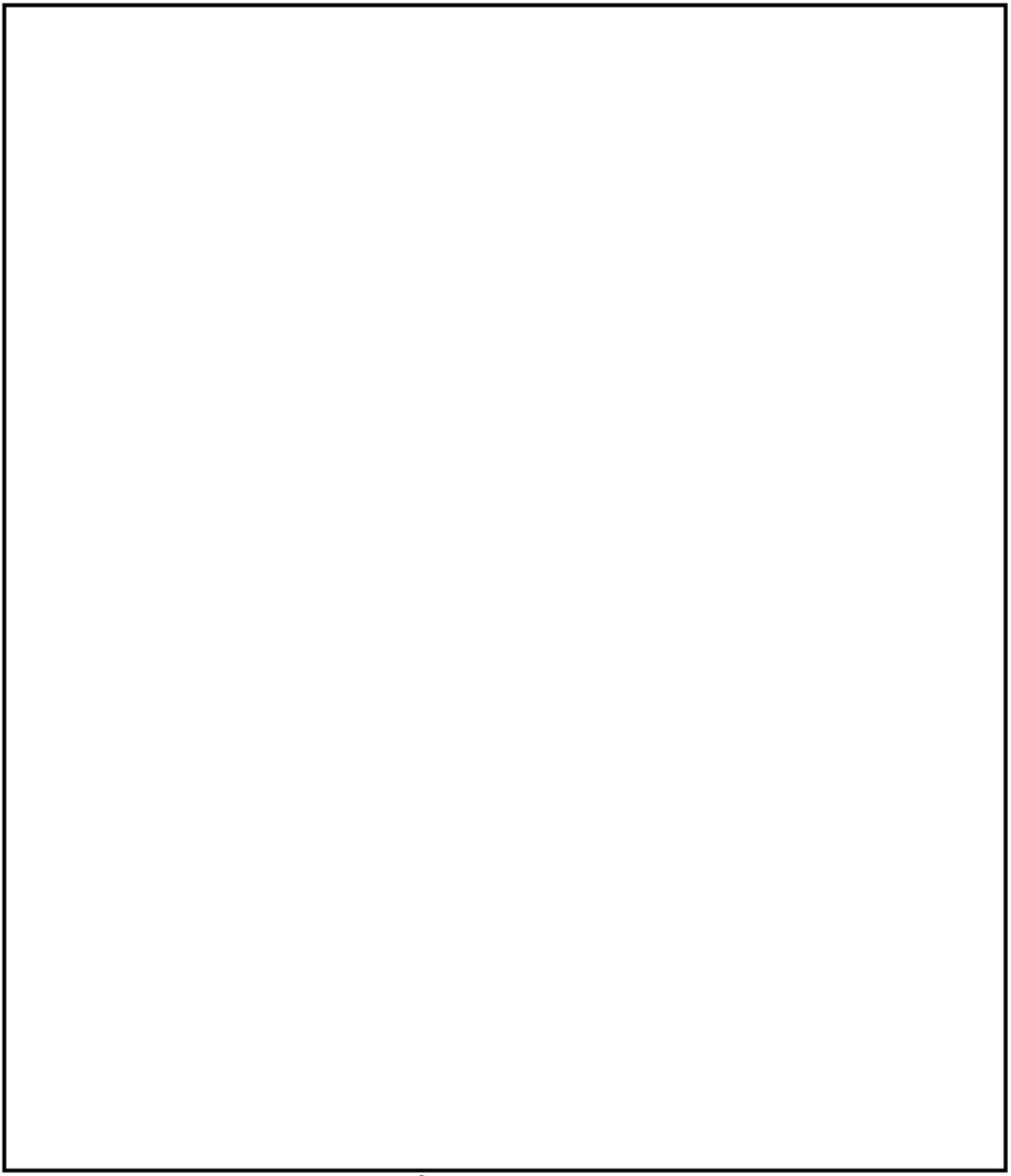
(b) (3)-P.L. 86-36

Approving Officials:

1. Contracting Officer's Rep[redacted]
   Print Name: [redacted]
   Date: 30 MAR 10
   Org: [redacted]
2. Contractor's Signature: [redacted]
   Print Name: [redacted]
   Date: 3/31/10
   Org: [redacted]
3. Contracting Officer:
   Print Name: [redacted]
   Date: 3/31/10
   Org: [redacted]

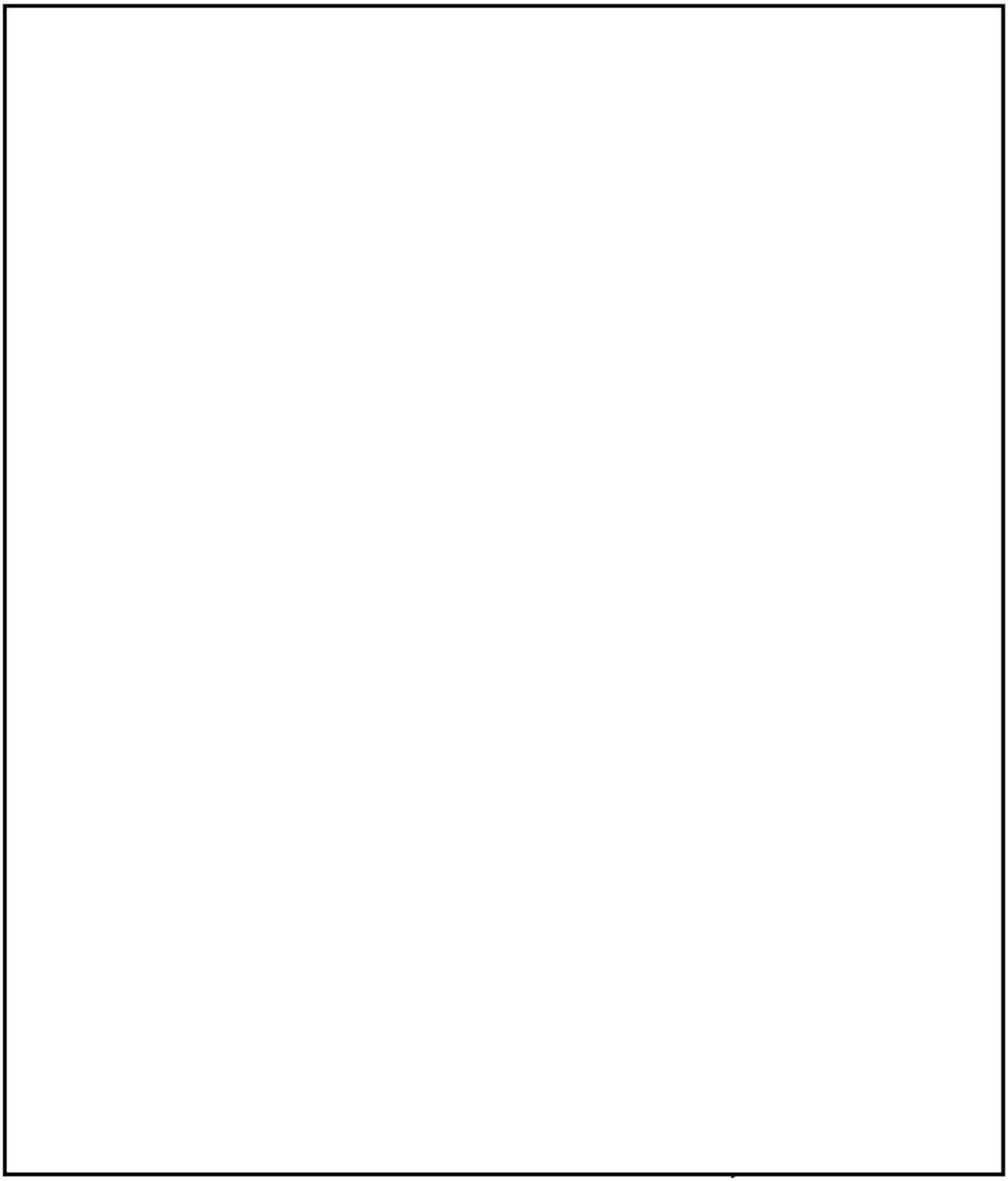
(b) (6)

Release: 2018-13
NSA: 06167



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06168



(b)(3)-P.L. 86-36
Release: 2018-13
NSA: 06169

(b)(3)-P.L. 86-36

[redacted]

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

[redacted]

[redacted]

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06170

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06171

(b)(3)-P.L. 86-36
(b)(4)

Miscellaneous:

Staffing

The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)

For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment.

SCIF Facilities

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Release: 2018-13
NSA: 06172

(b) (6)

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Approving Officials:

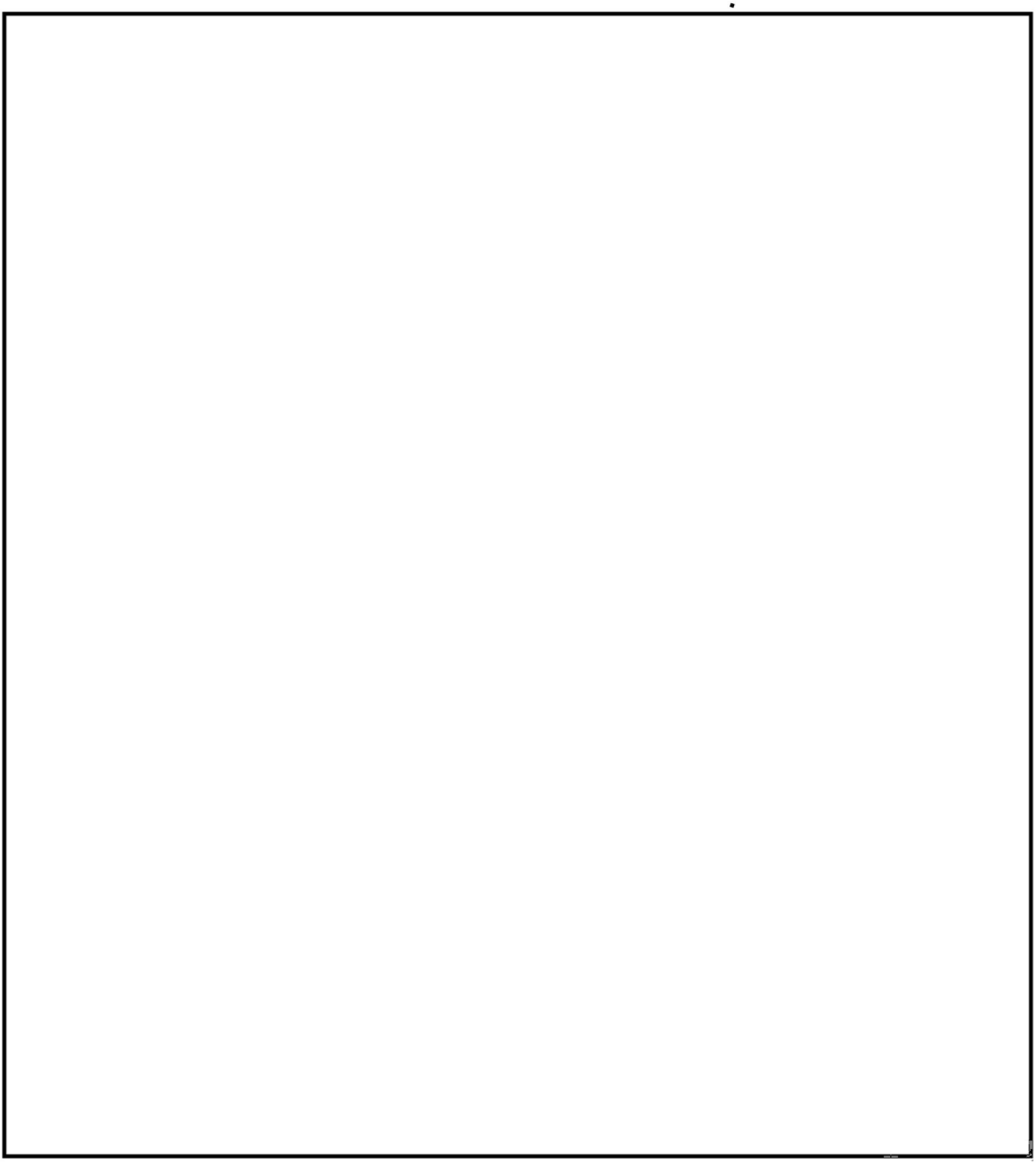
1. Contracting Officer's Representative: [redacted] Date: 28 Sept 10
   Print Name: [redacted]
2. Contractor's Signature: [redacted] Date: 9/30/10
   Print Name: [redacted]
3. Contracting Offi[redacted] Date: 9.30.10
   Print Name: [redacted]

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06173

Doc ID: 6646701

(b)(3)-P.L. 86-36



Release: 2018-13
NSA: 06174

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06175

(b)(3)-P.L. 86-36

[redacted]

Task Deliverables:

Status/Progress Reporting

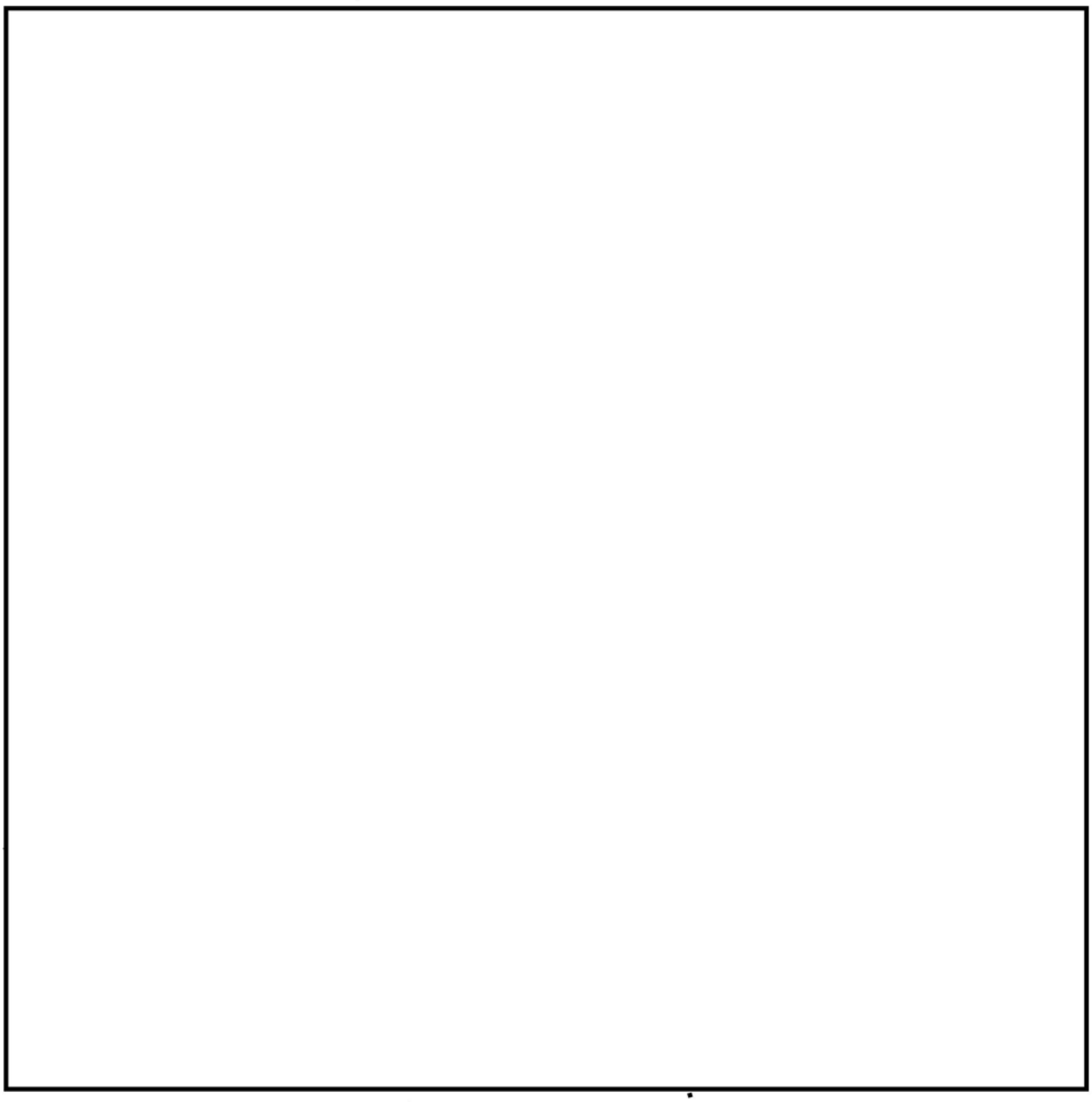
The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

[redacted]

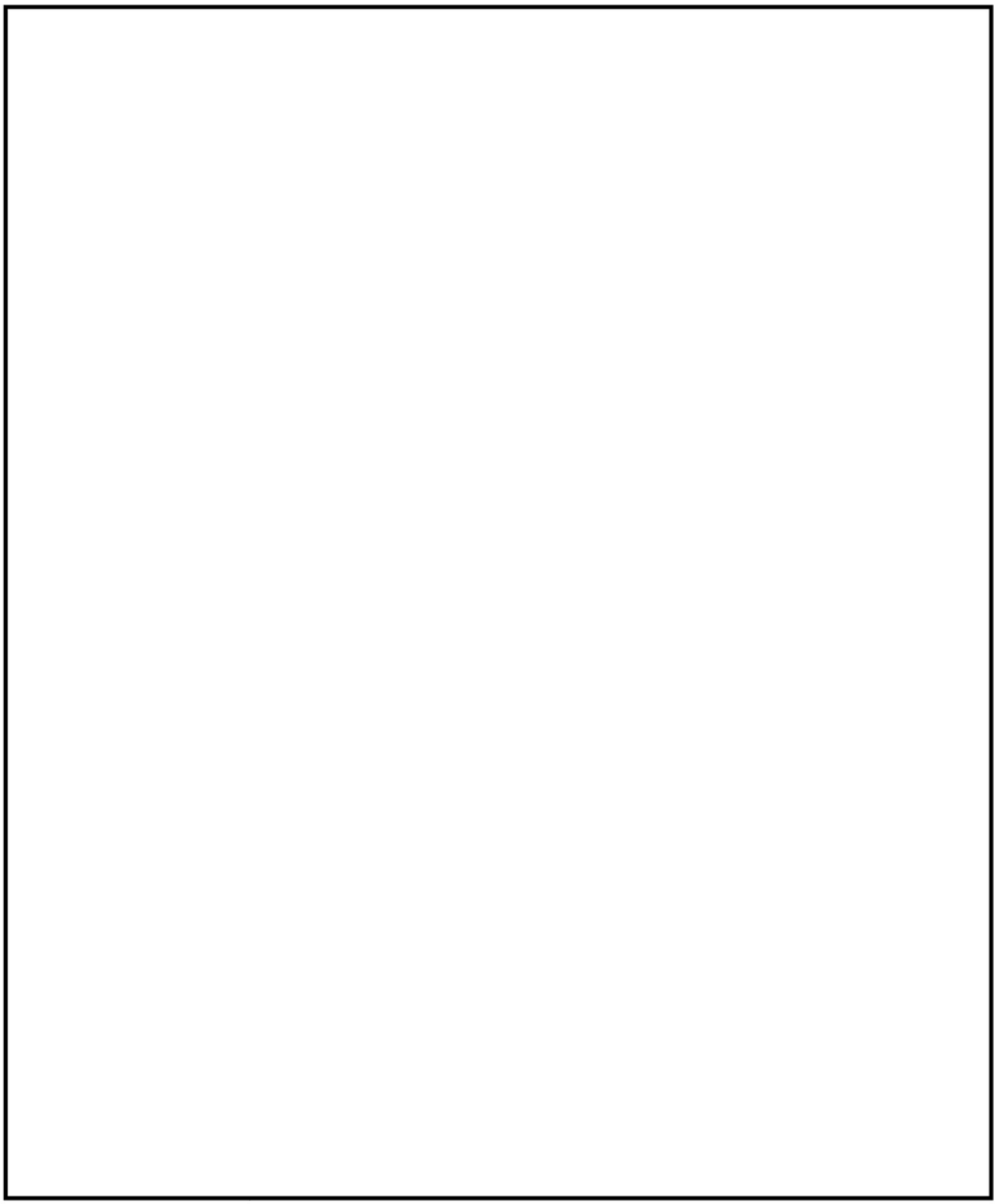
(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06176



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06177



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06178

(b) (3)-P.L. 86-36
(b) (4)

[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment.

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(b) (3)-P.L. 86-36

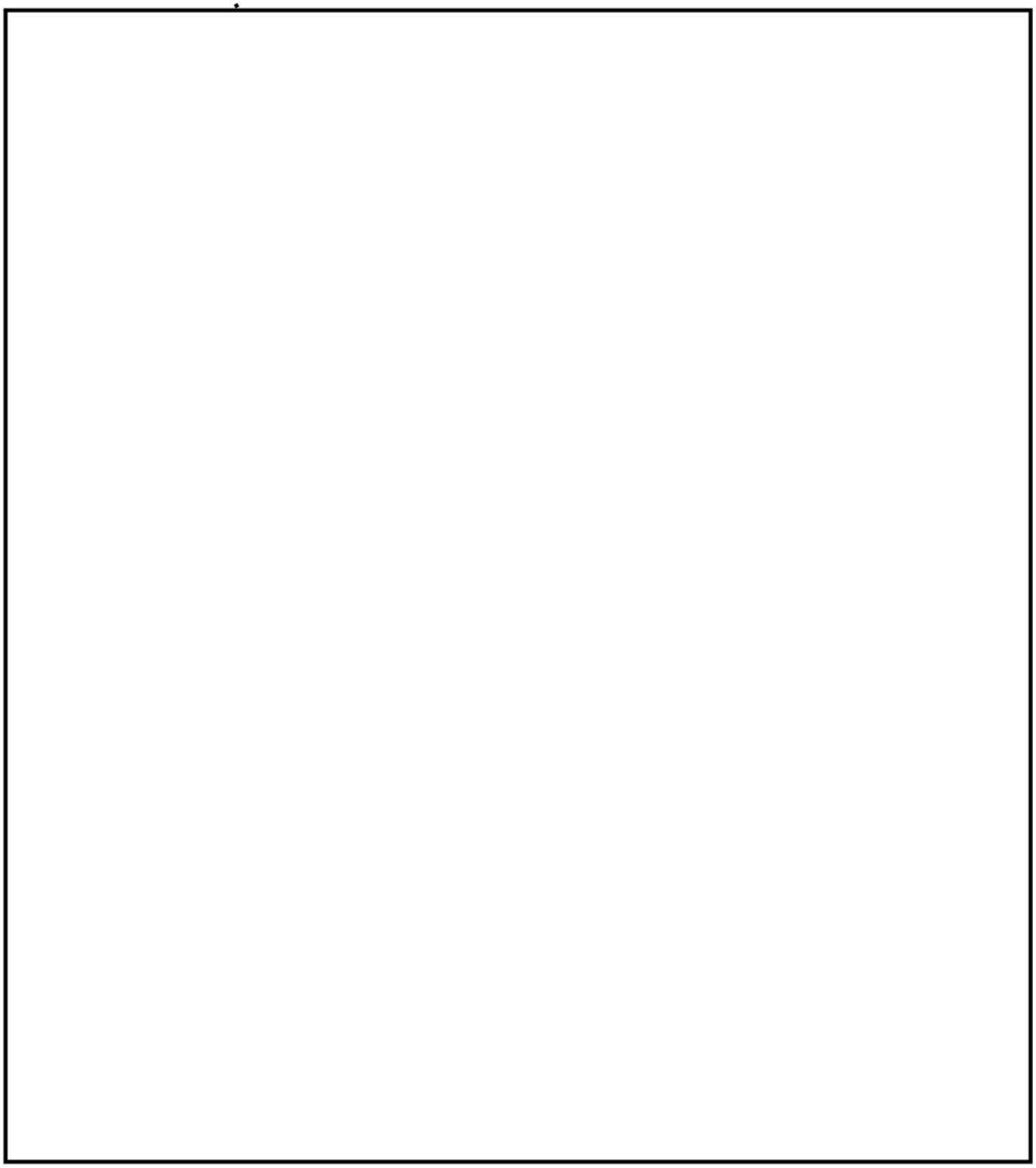
Approving Officials:

1. Contracting Officer's Representati[redacted]
   Print Name:
   Date: 30 Nov 10
   Org:
2. Contractor's Signature: [redacted]
   Print Name:
   Date: 3/3/11
   Org:
3. Contracting Officer[redacted]
   Print Name:
   Date: 3.3.11
   Org:

(b) (6)

Release: 2018-13
NSA: 06179

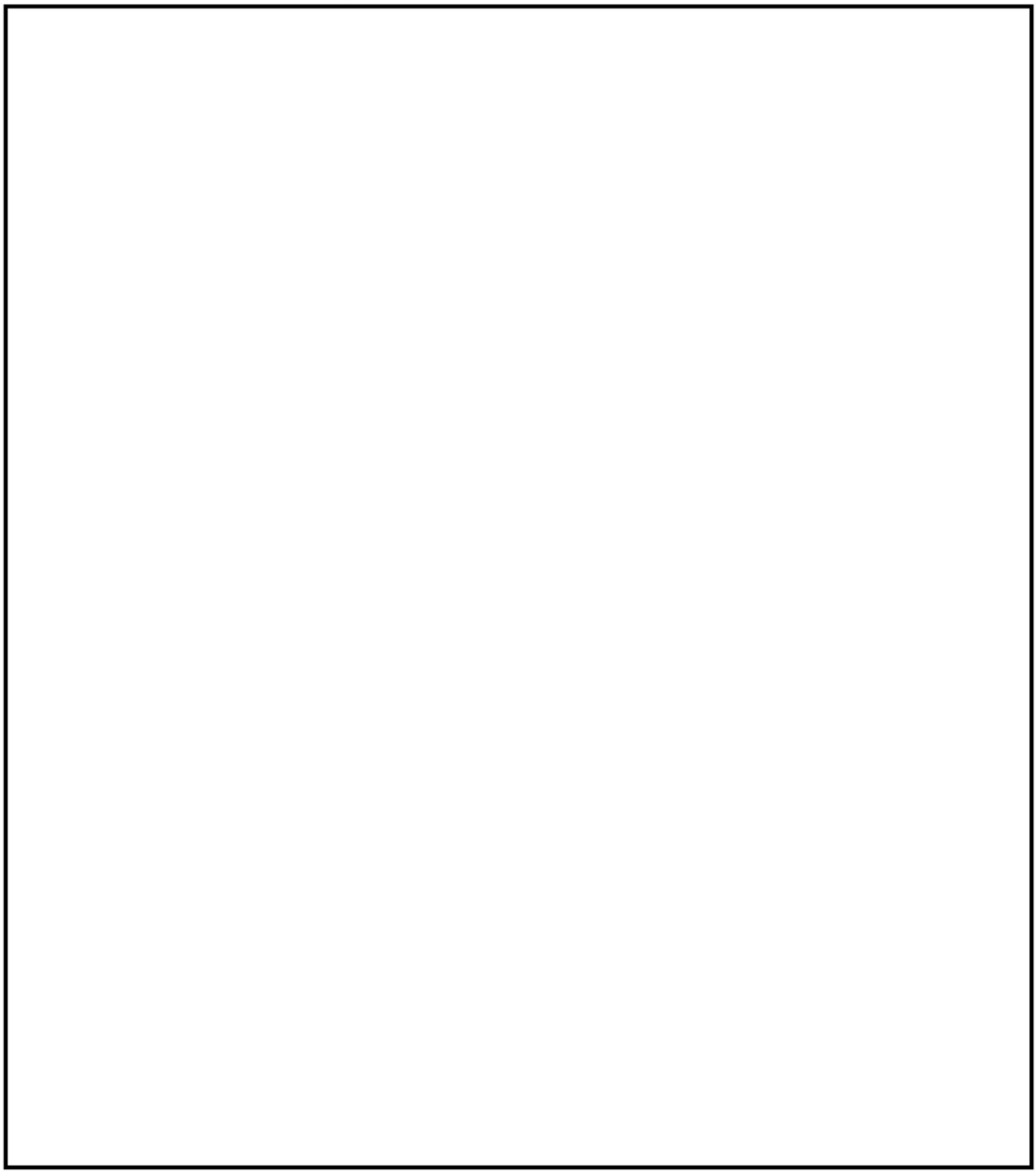
(b)(3)-P.L. 86-36



Release: 2018-13
NSA: 06180

Doc ID: 6646701

(b)(3)-P.L. 86-36



Release: 2018-13
NSA: 06181

(b)(3)-P.L. 86-36

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Task Deliverables:

Status/Progress Reporting

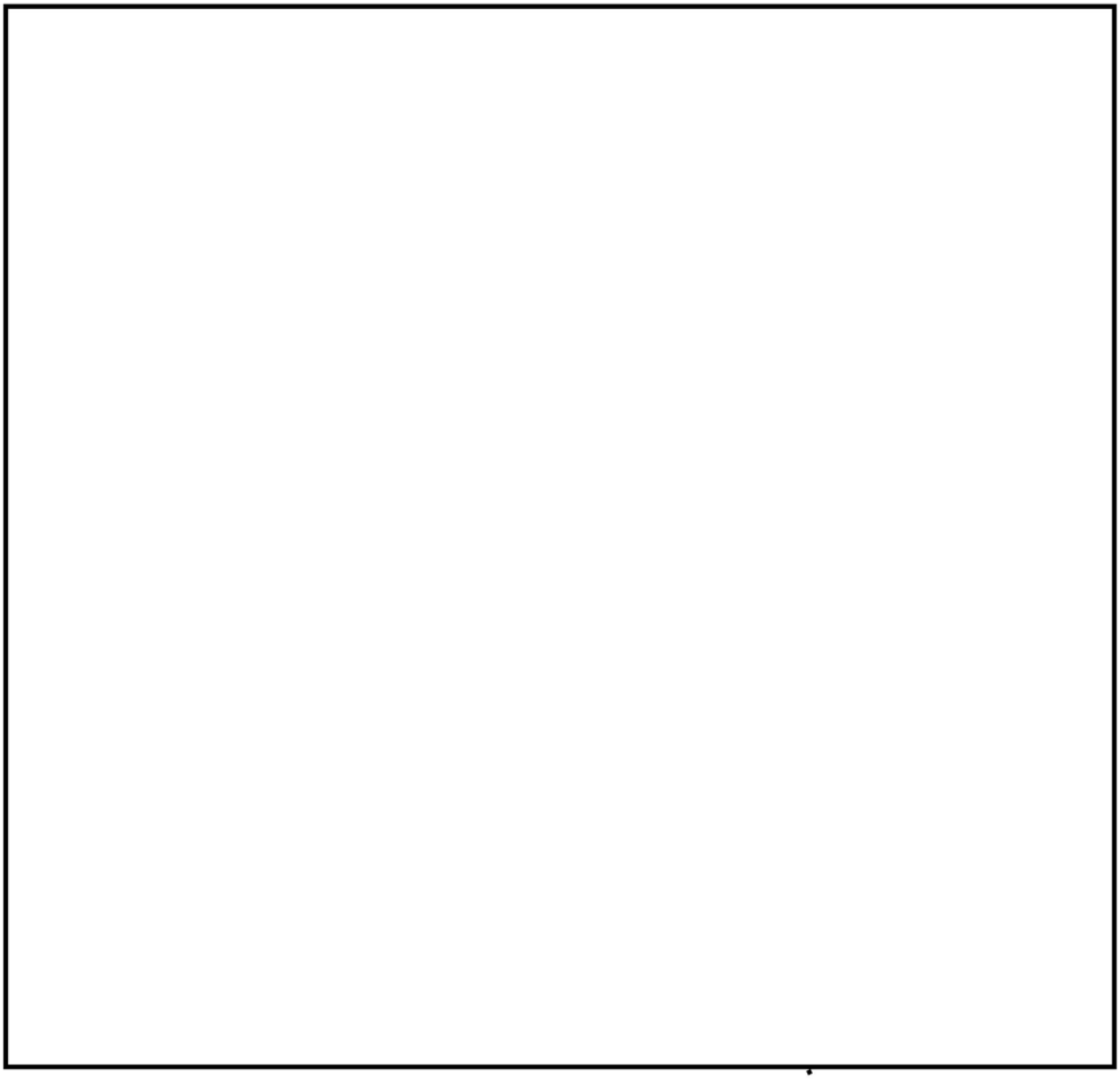
The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

[redacted]

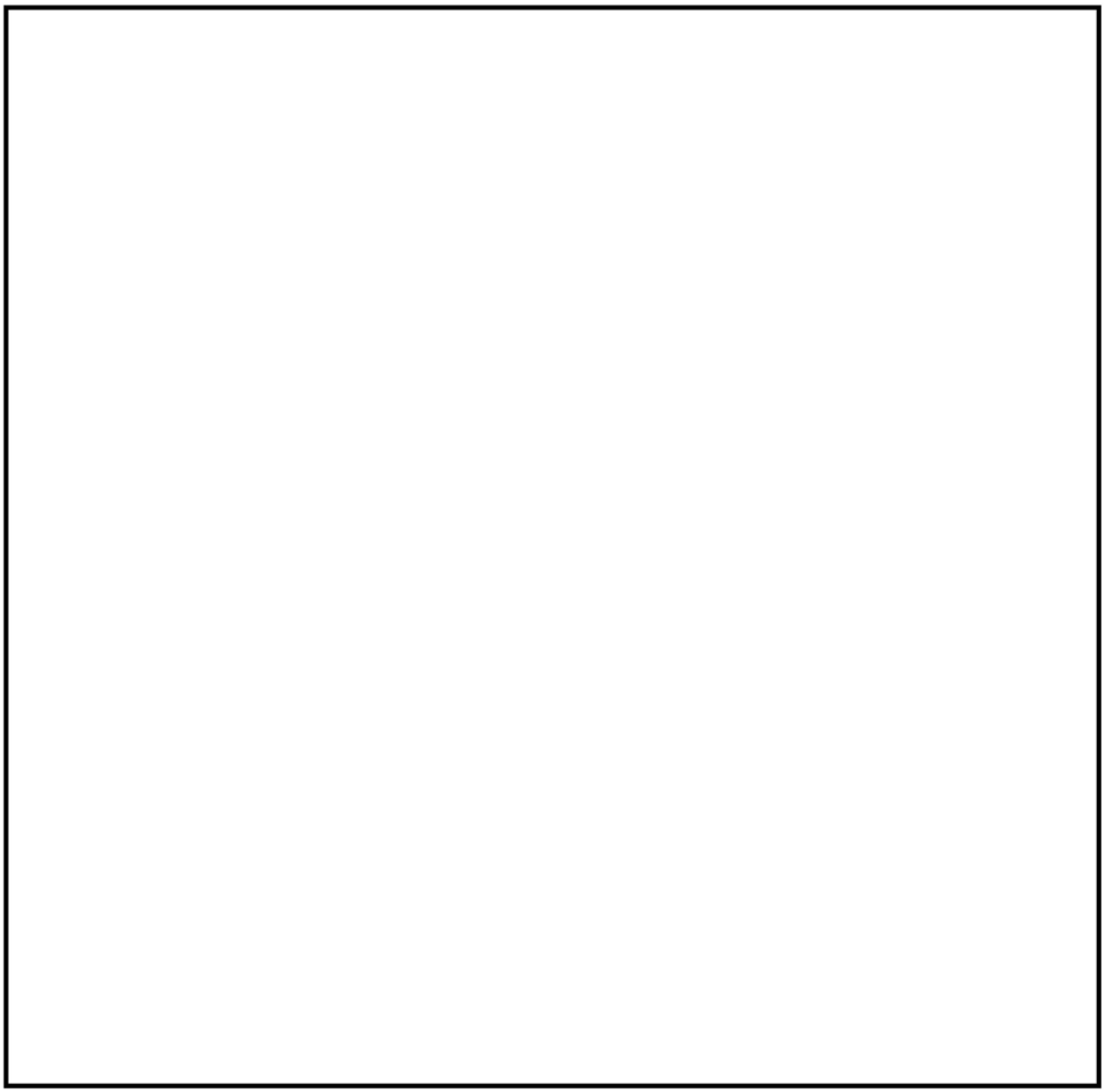
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(b)(4)

Release: 2018-13
NSA: 06182



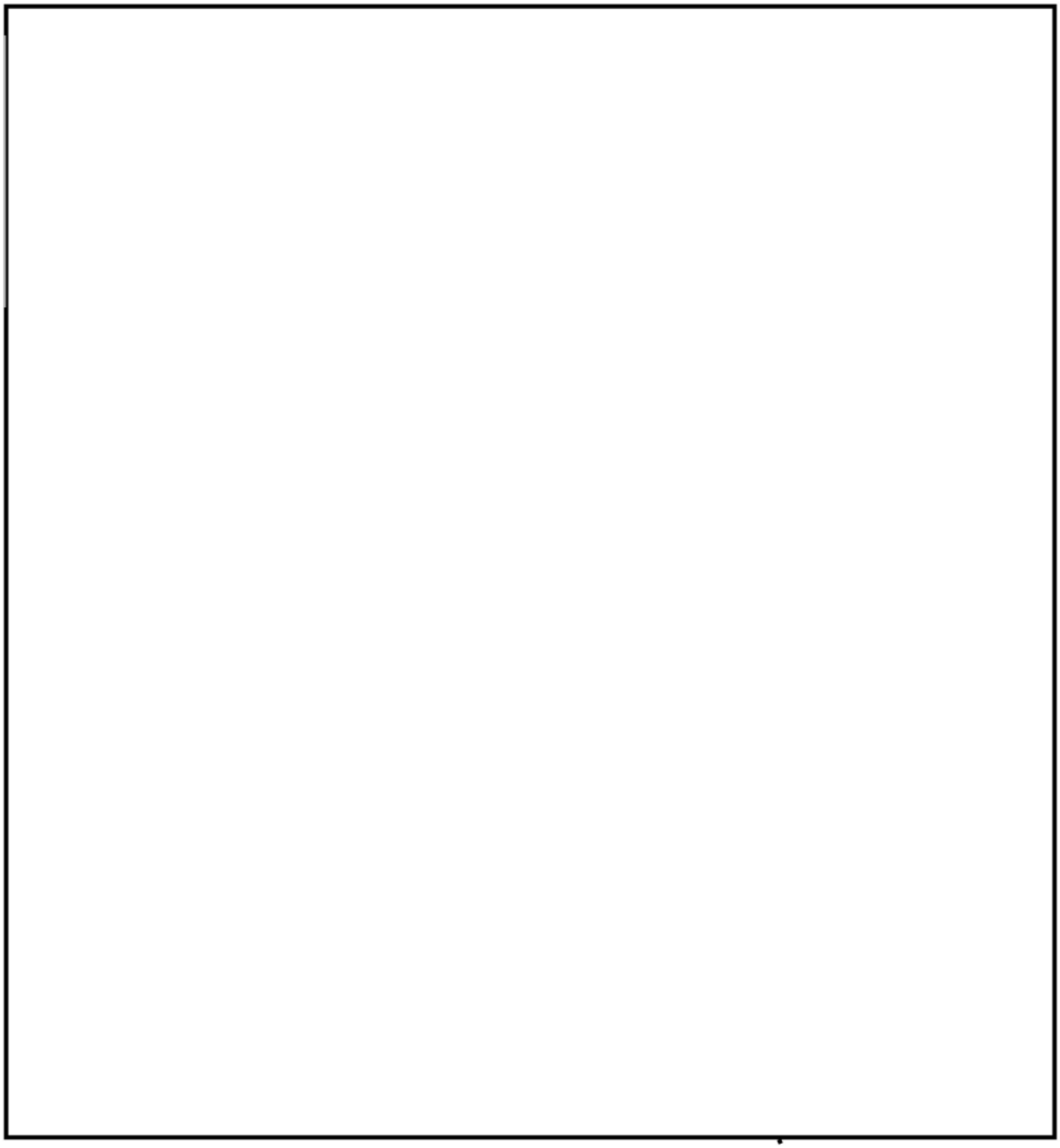
(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06183



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06184



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06185

(b)(3)-P.L. 86-36
(b)(4)

[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers, NSANet connectivity and equipment, and NSTS connectivity and equipment.

SCIF Facilities
The contractor shall provide NSA accredited Special Compartmented Information Facility (SCIF) approved for the storage and processing of classified information and designated Special Compartmented Information (SCI). This space is to include office space, furniture, computers, NSANet connectivity, Internet connectivity, telephones (secure and unsecure) and related services to accommodate staffing for the efforts described herein.

Approving Officials:

1. Contracting Officer's Representative
   Print Name [redacted]
   Date: 3/29/11
   Org:
2. Contractor's Signature
   Print Name [redacted]
   Date 4/5/11
   Org:
3. Contracting Officer
   Print Name [redacted]
   Date 4-8-11
   Org:

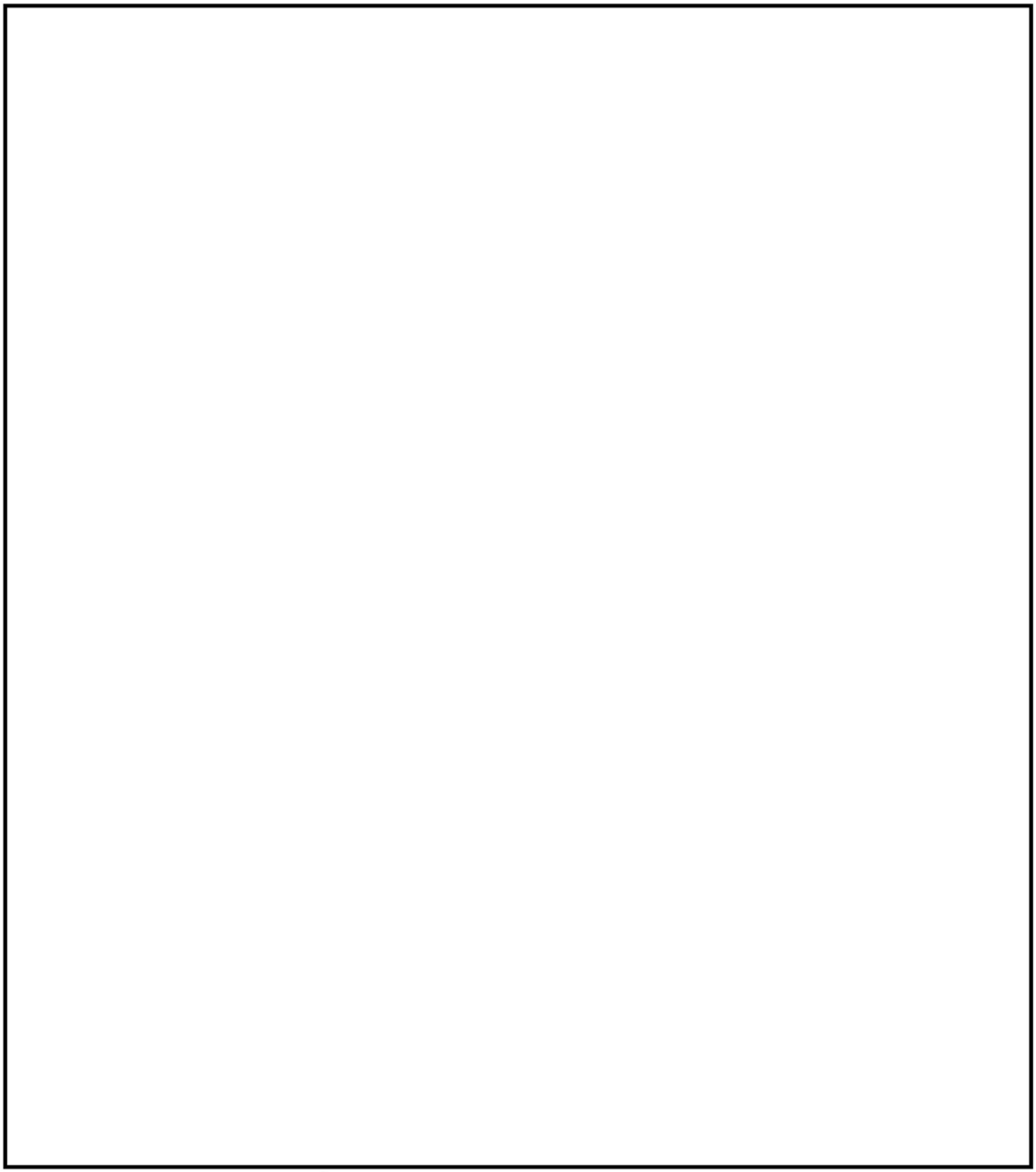
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(b)(6)

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06187

Doc ID: 6646701



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06188

(b) (3)-P.L. 86-36

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

(b) (3)-P.L. 86-36
(b) (4)

Release: 2018-13
NSA: 06189

(b)(3)-P.L. 86-36
(b)(4)

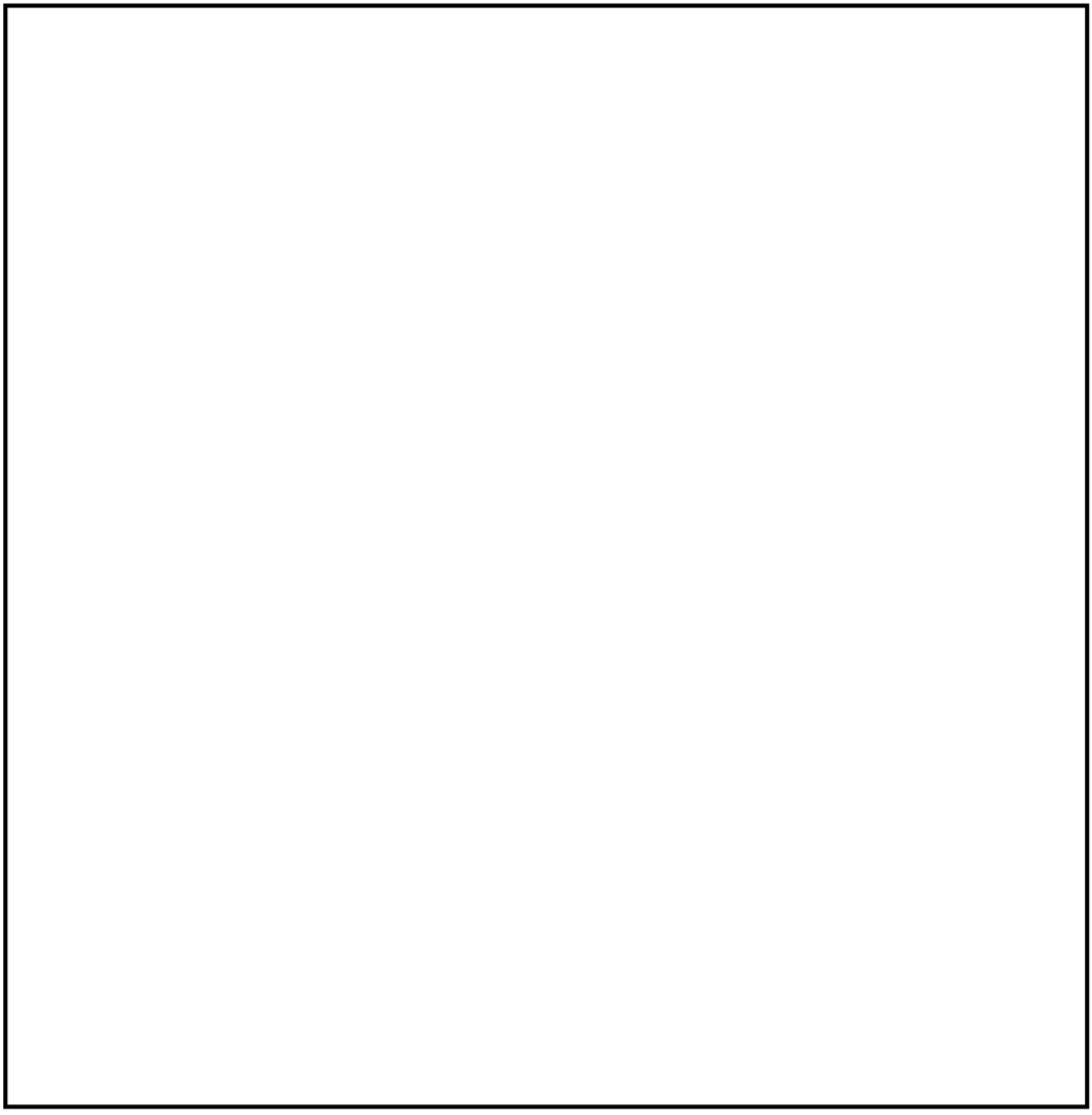
Release: 2018-13
NSA: 06190

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06191

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06192



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06193

[redacted]

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06194

[redacted]

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06195

(b)(3)-P.L. 86-36
(b)(4)

[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment.

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Approving Officials:

1. Contracting Officer's Representative:
   Print Name: [redacted]
   Date: 9/13/11
   Org:

2. Contractor's Signature:
   Print Name: [redacted]
   Date: 9/16/11
   Org:

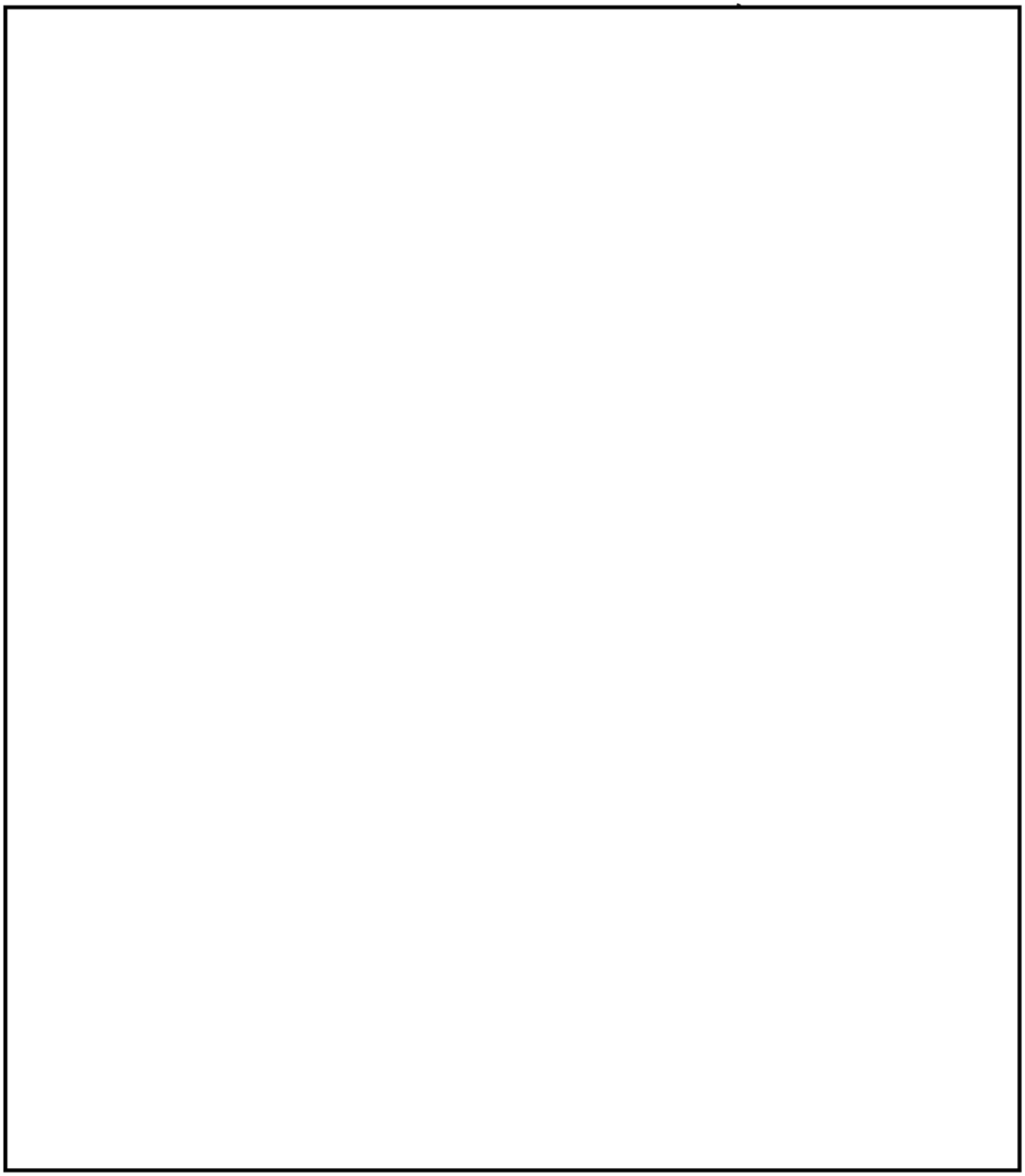
3. Contracting Officer:
   Print Name: [redacted]
   Date: 9/16/11
   Org:

(b)(6)

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06196

(b)(3)-P.L. 86-36



Release: 2018-13
NSA: 06197

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06198

(b) (3)-P.L. 86-36

Task Deliverables:

Status/Progress Reporting

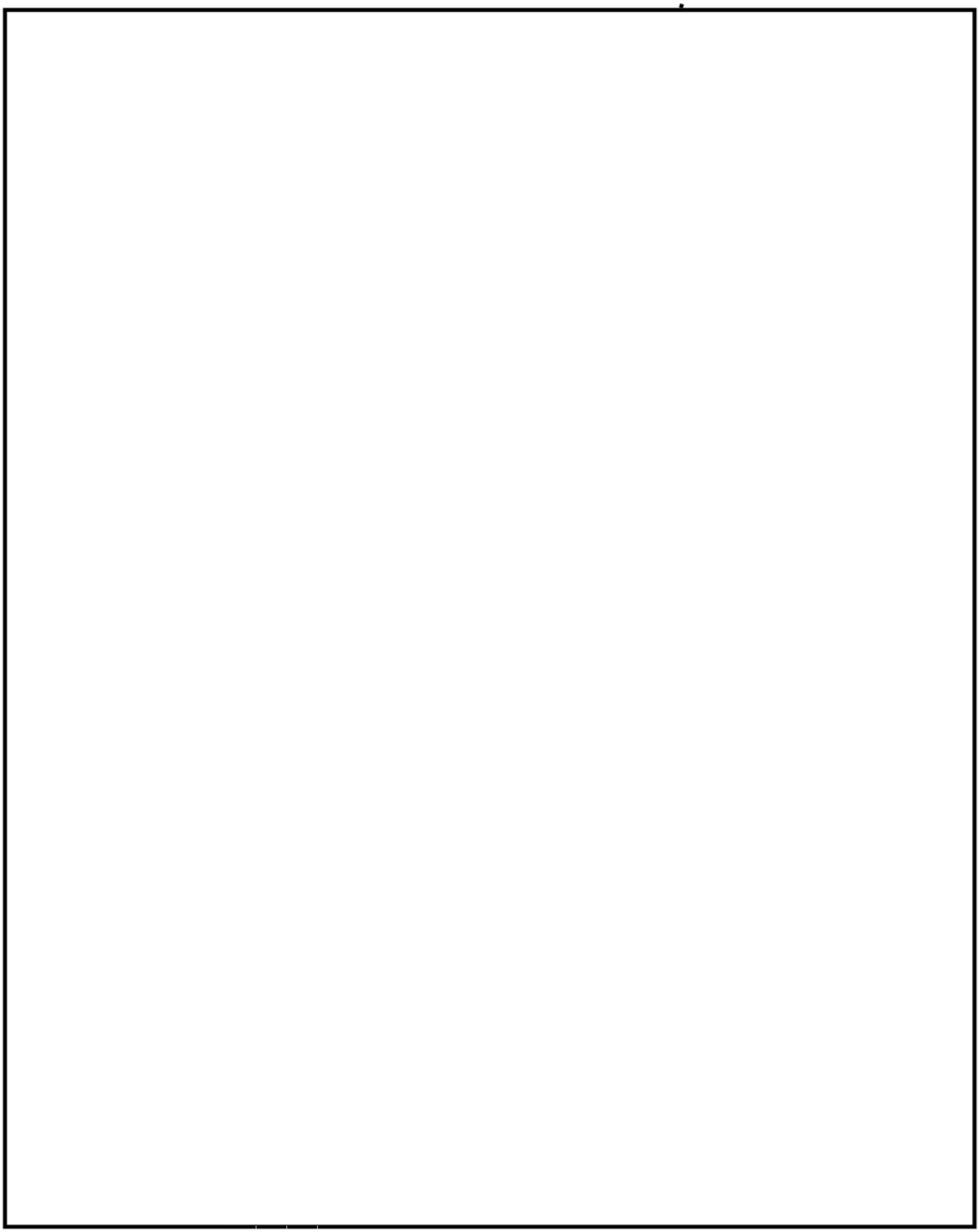
The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

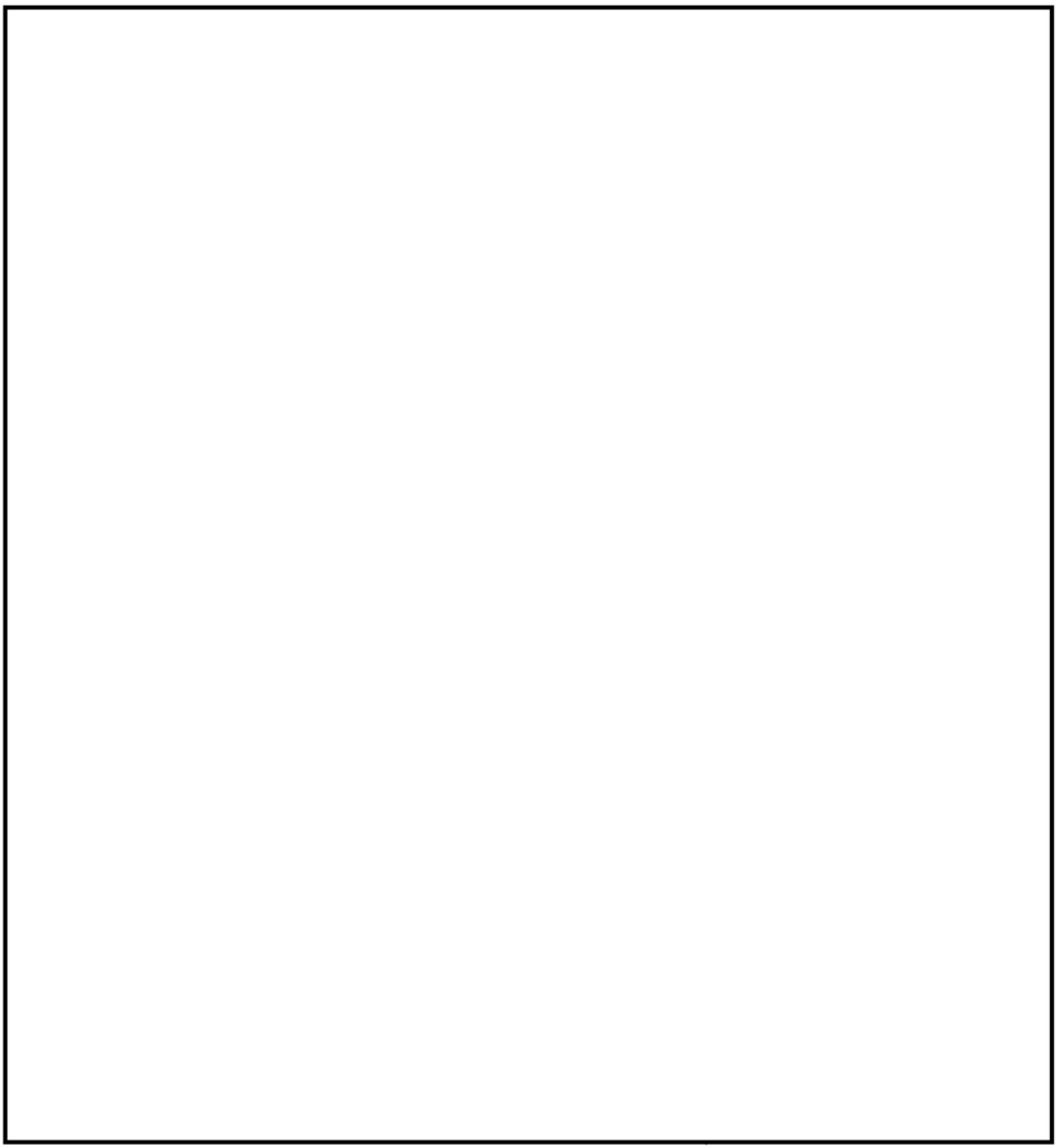
(b) (3)-P.L. 86-36
(b) (4)

Release: 2018-13
NSA: 06199

(b)(3)-P.L. 86-36
(b)(4)

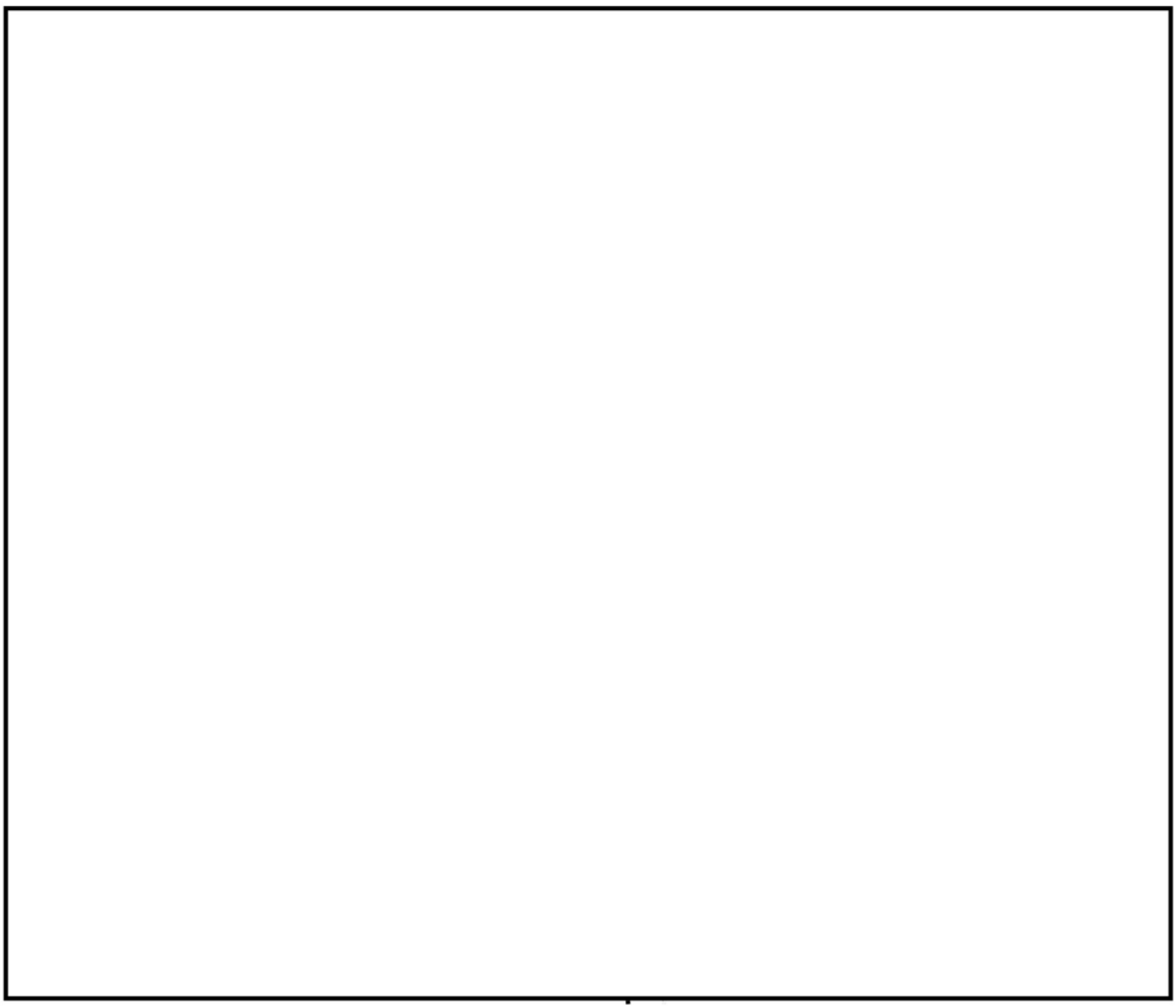


Release: 2018-13
NSA: 06200



(b)(3)-P.L. 86-36
(b)(4)

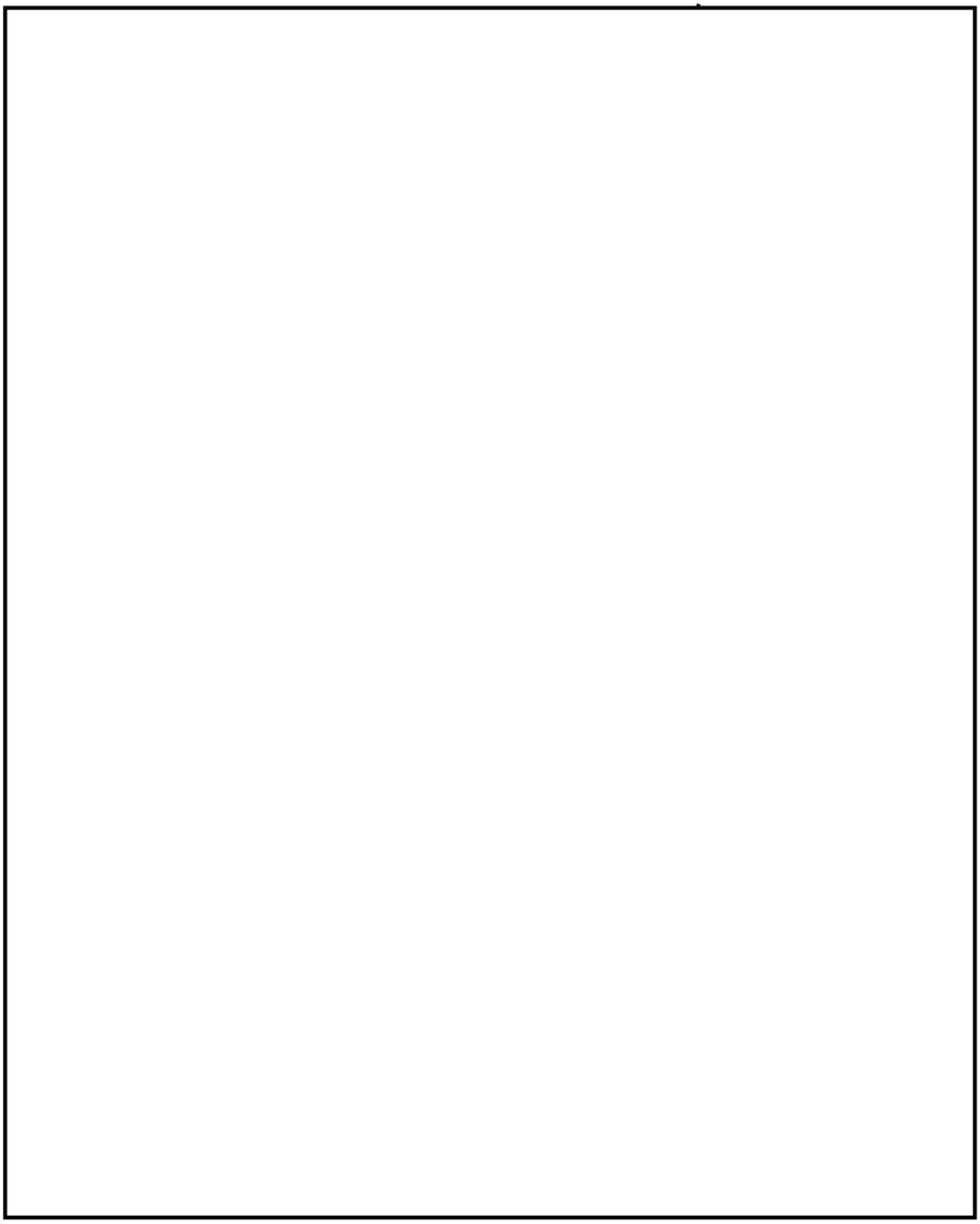
Release: 2018-13
NSA: 06201



(b)(3)-P.L. 86-36
(b)(4)

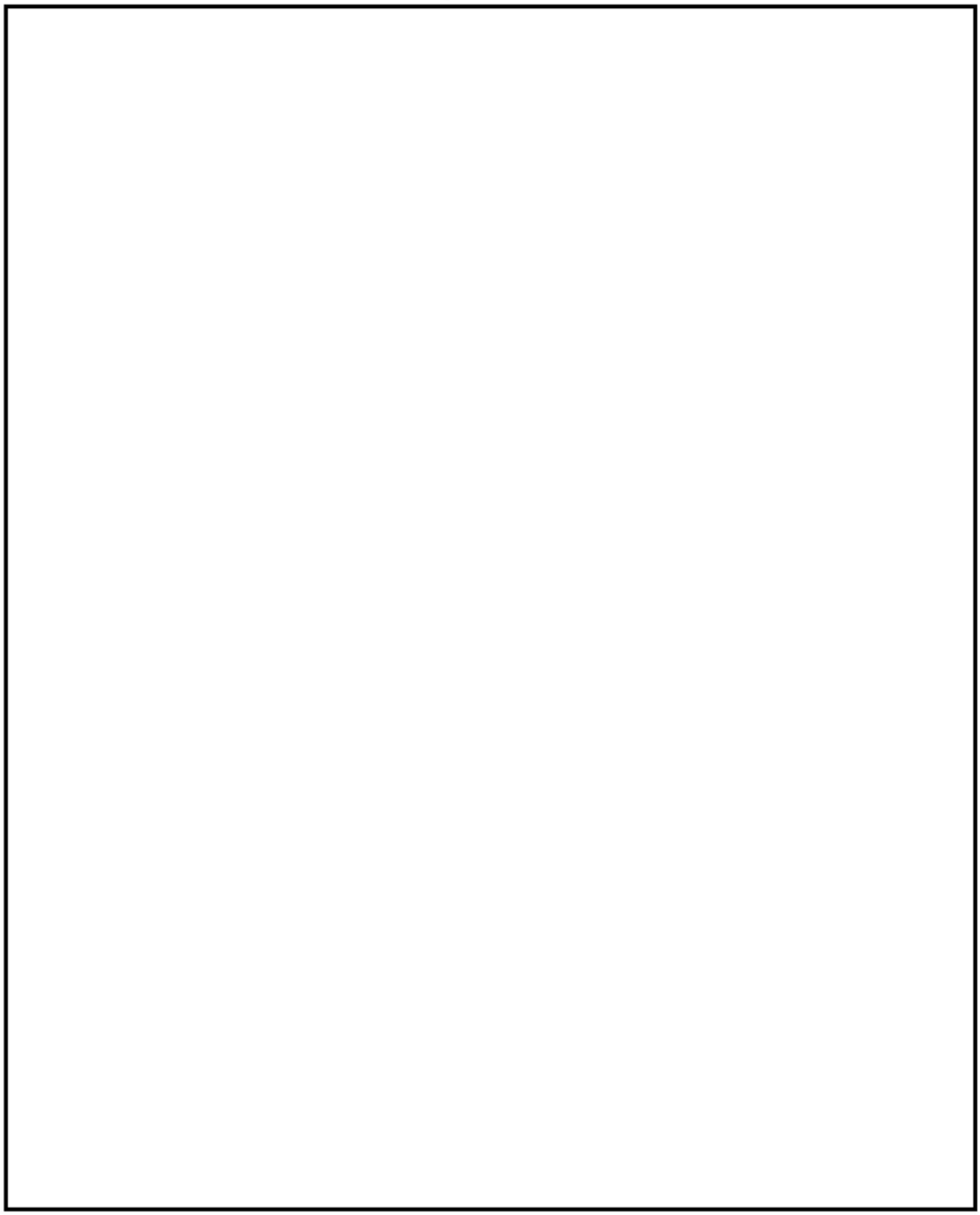
Release: 2018-13
NSA: 06202

(b)(3)-P.L. 86-36
(b)(4)

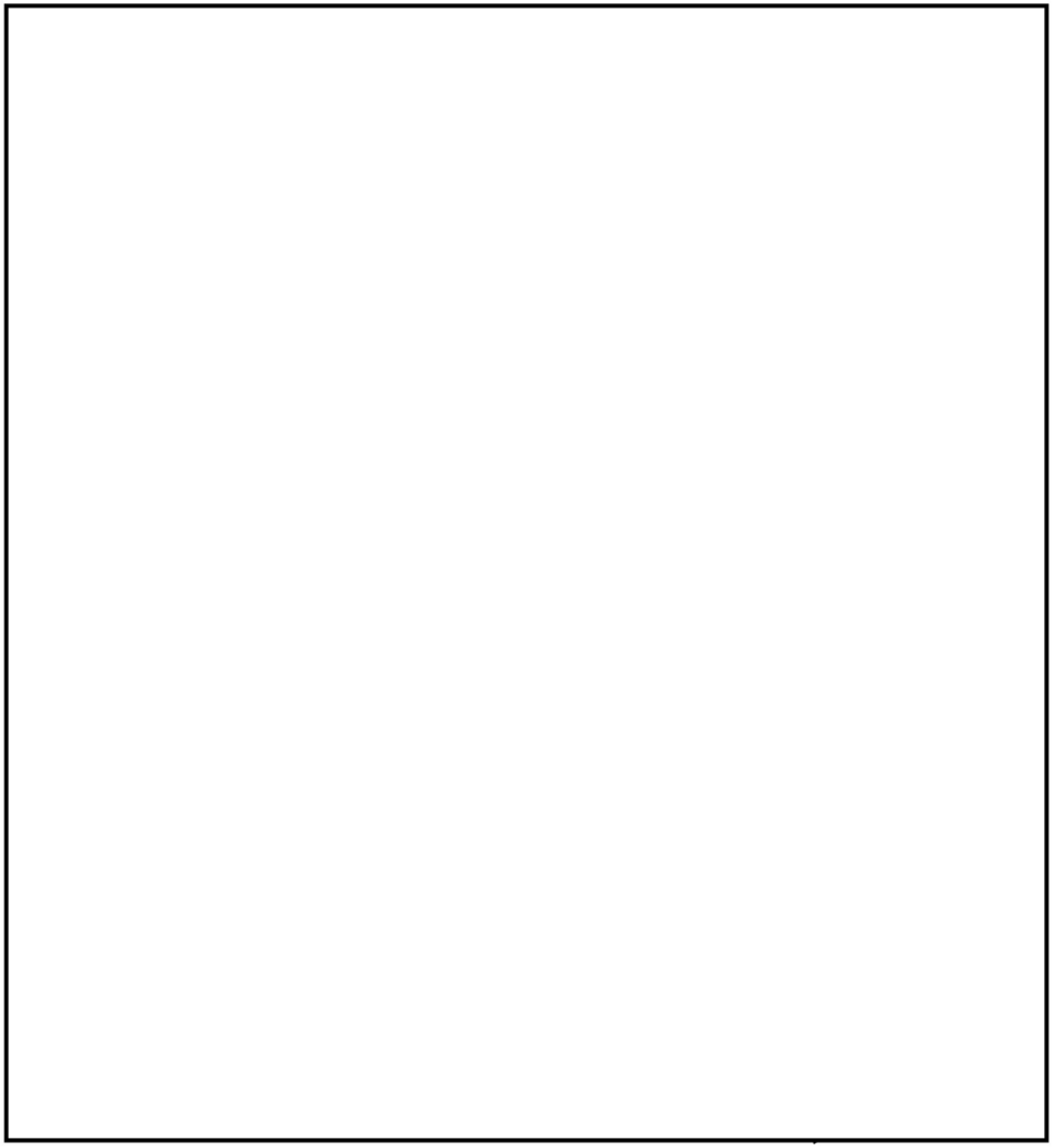


Release: 2018-13
NSA: 06203

(b)(3)-P.L. 86-36
(b)(4)

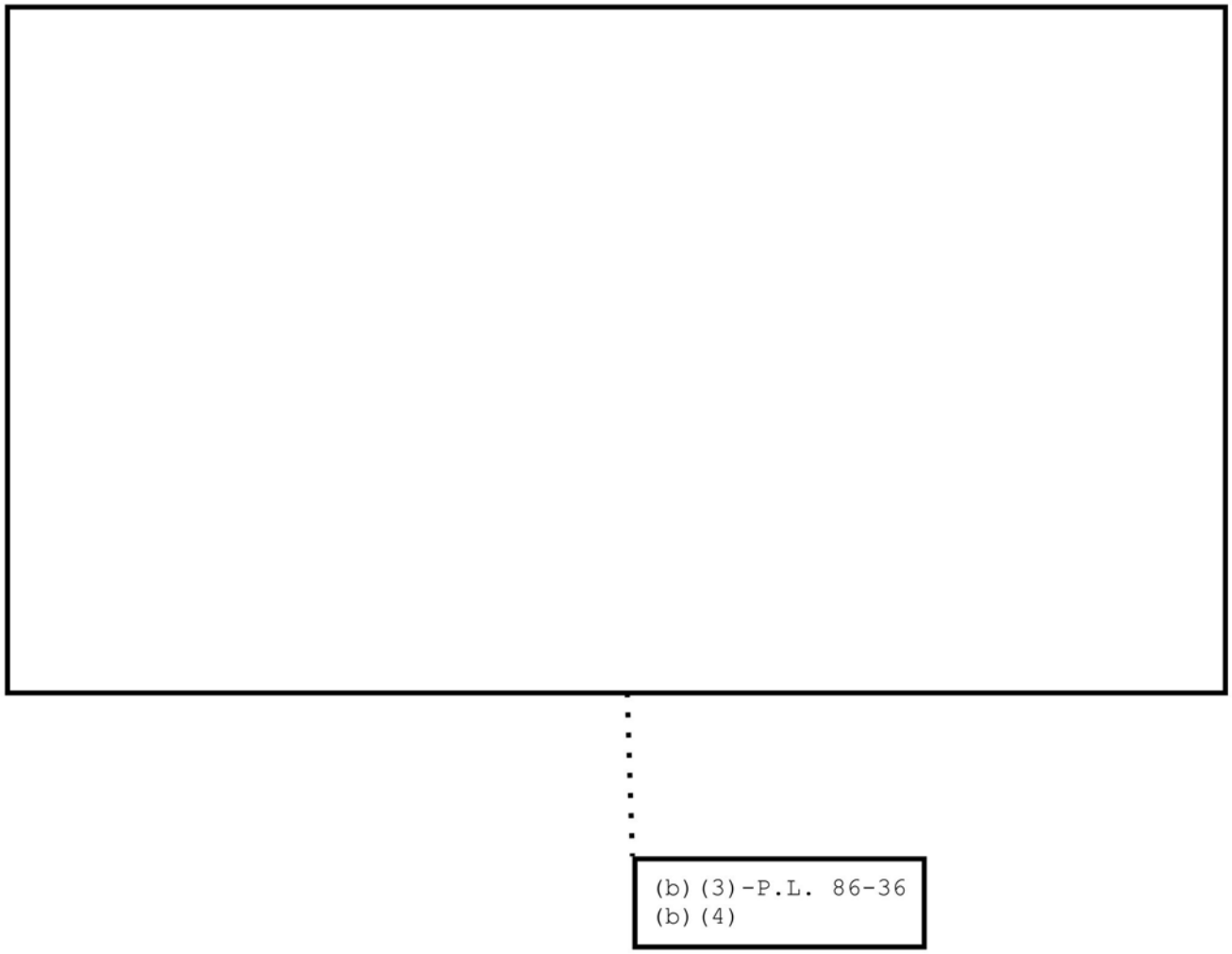


Release: 2018-13
NSA: 06204



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06205



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06206

[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment.

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The contractor shall provide NSA accredited Special Compartmented Information Facility (SCIF) approved for the storage and processing of classified information and designated Special Compartmented Information (SCI). This space is to include office space, furniture, computers, NSANet connectivity, Internet connectivity, telephones (secure and unsecure) and related services to accommodate staffing for the efforts described herein

Approving Officials:

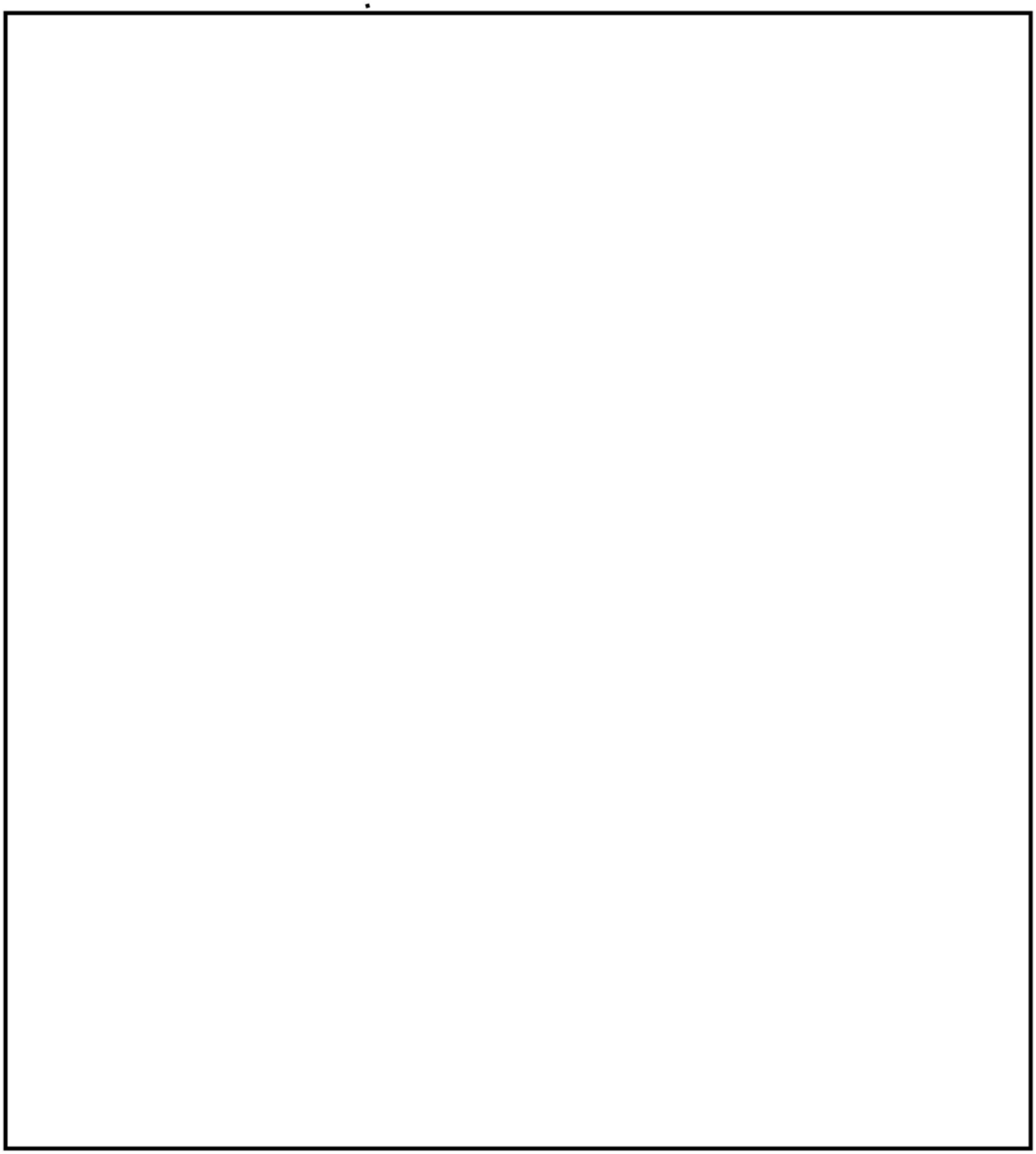
1. Contracting Officer's Representative
   Print Name [redacted] Date: 9/28/11 Org:
2. Contractor's Signature
   Print Name [redacted] Date: 9/29/11 Org:
3. Contracting Officer
   Print Name [redacted] Date: 9.30.11 Org:

(b)(3)-P.L. 86-36

(b)(6)

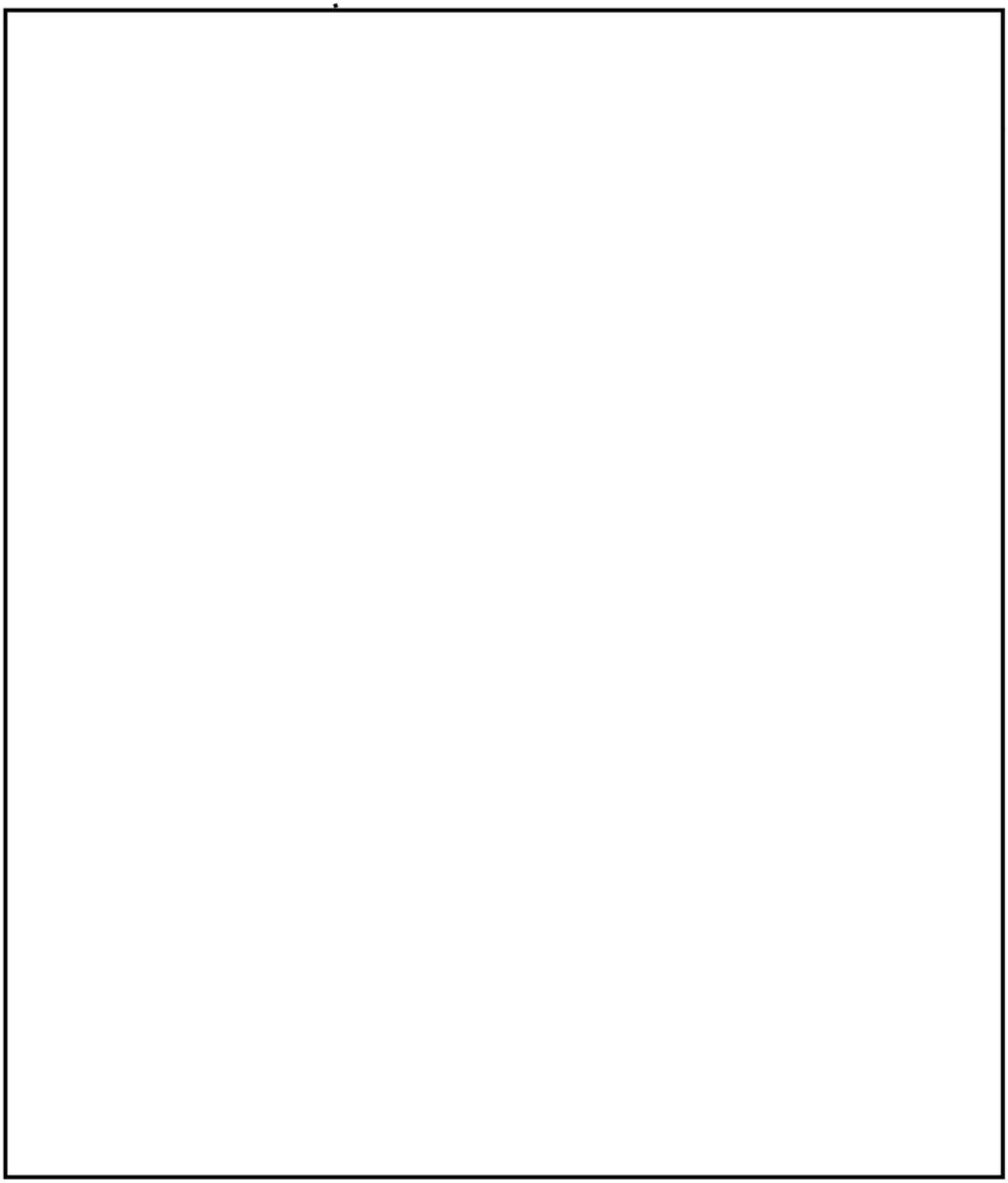
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NSA: 06207

(b)(3)-P.L. 86-36



Release: 2018-13
NSA: 06208

(b)(3)-P.L. 86-36



(b)(3)-P.L. 86-36

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Task Deliverables:

Status/Progress Reporting

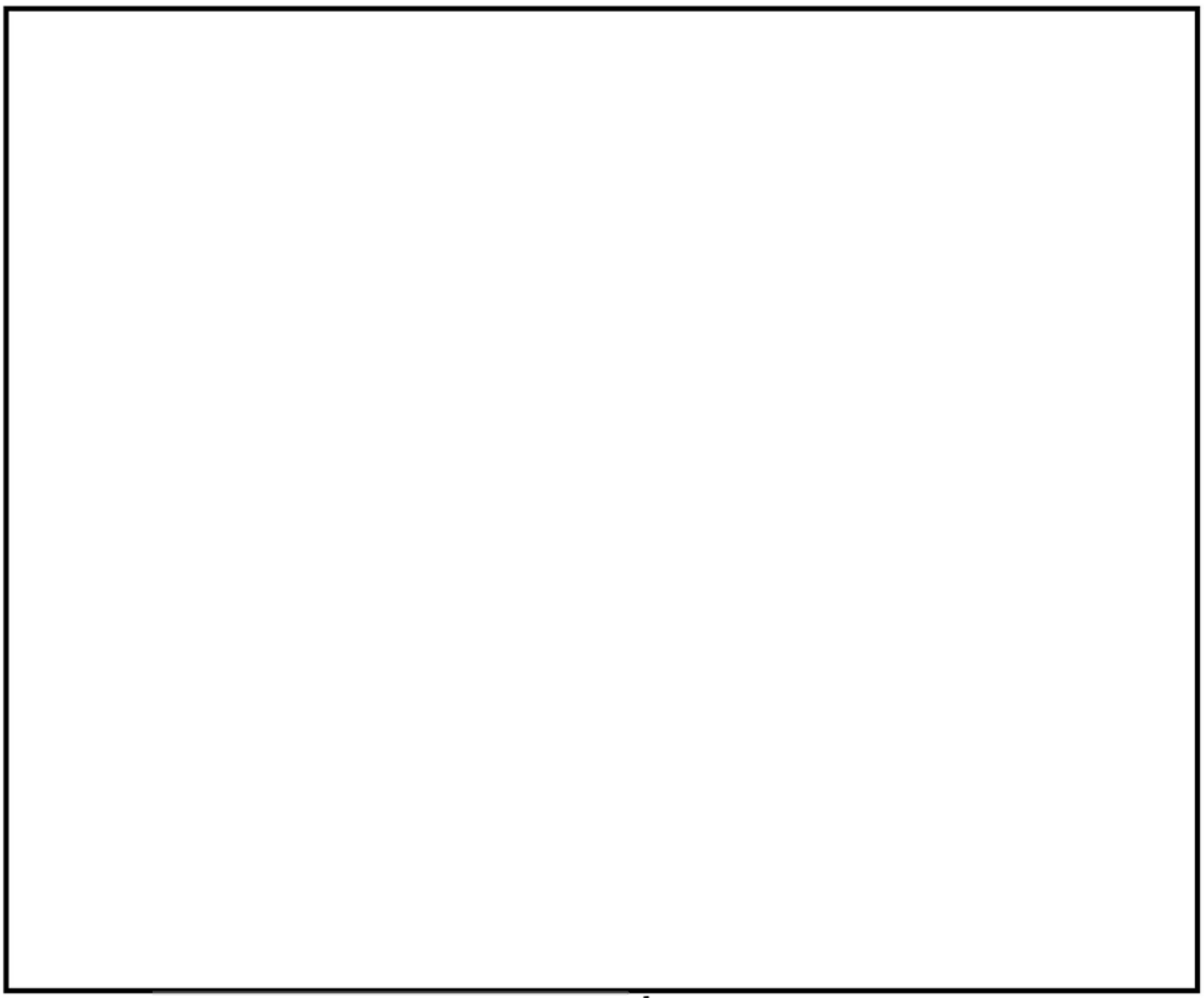
The following deliverables shall be provided during the execution of the task

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

[redacted]

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06210



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06211

(b)(3)-P.L. 86-36

[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

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For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment

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The contractor shall provide NSA accredited Special Compartmented Information Facility (SCIF) approved for the storage and processing of classified information and designated Special Compartmented Information (SCI). This space is to include office space, furniture, computers, NSANet connectivity, Internet connectivity, telephones (secure and unsecure) and related services to accommodate staffing for the efforts described herein

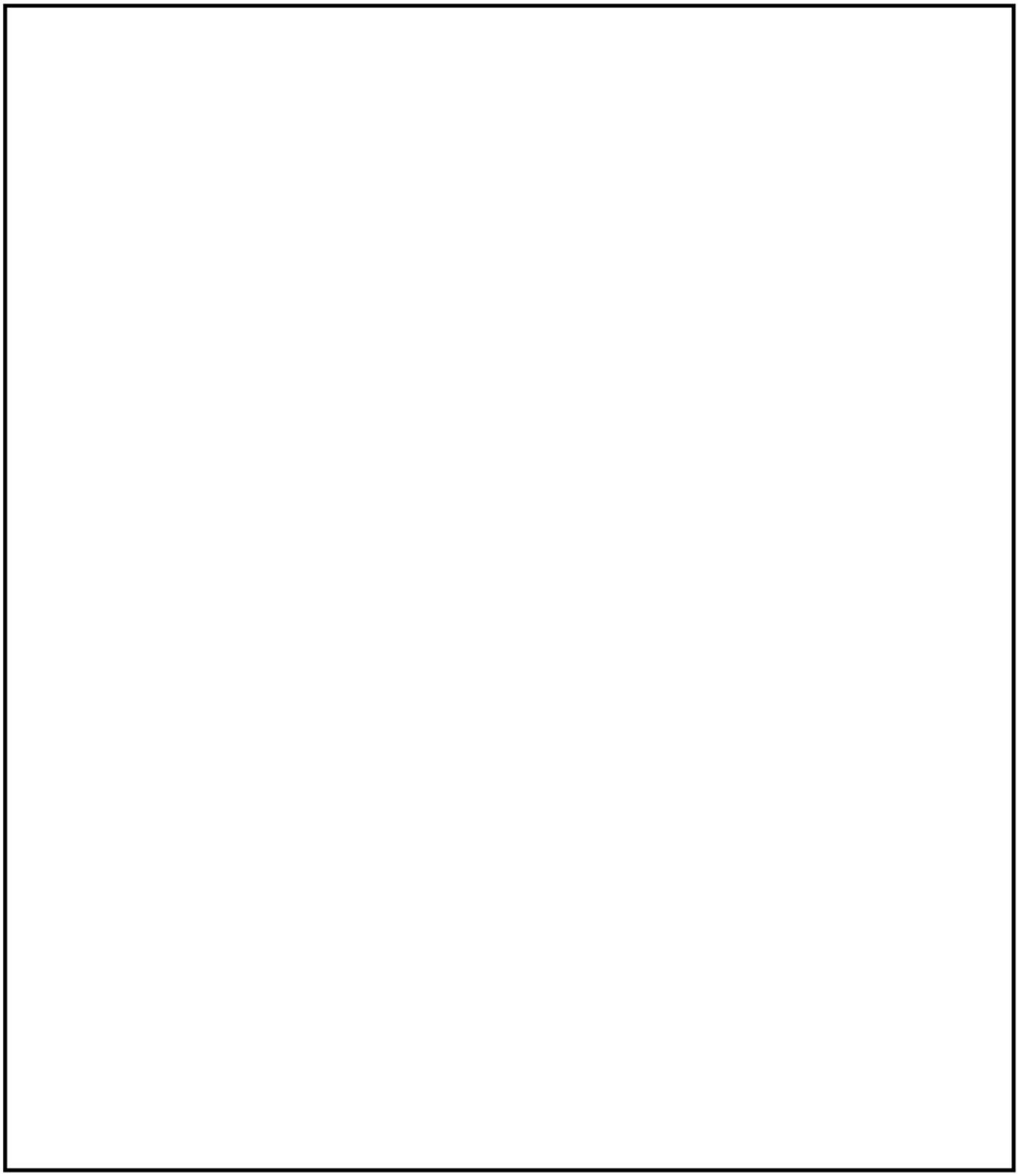
Approving Officials:

1. Contracting Officer's Representative
   Print Name [redacted] Date: 11/15/11 Org:
2. Contractor's Signature:
   Print Name [redacted] Date: 1/4/12 Org: [redacted]
3. Contracting Officer
   Print Name [redacted] Date: 1/6/12 Org:

(b) (6)

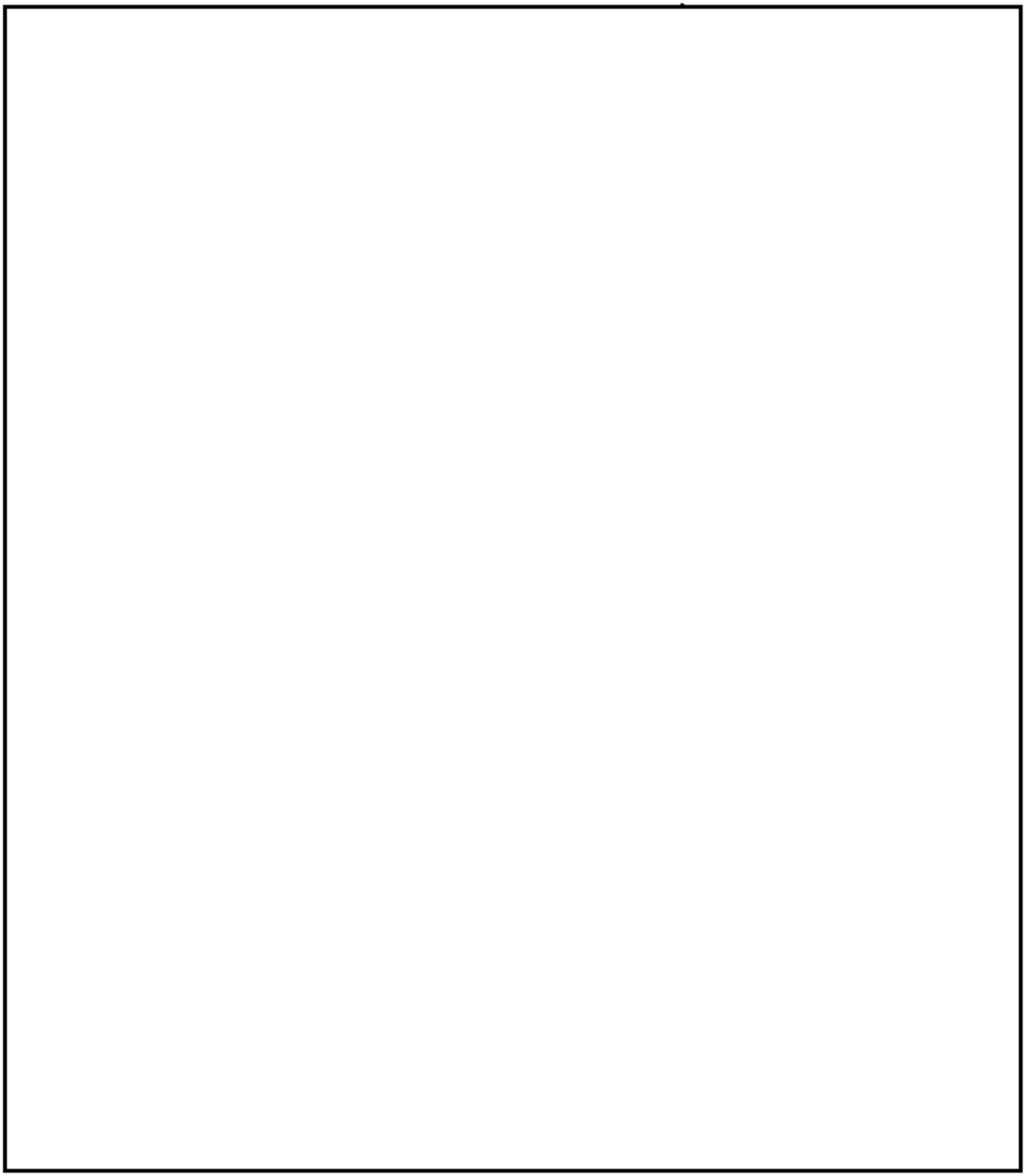
Release: 2018-13
NSA: 06212

(b)(3)-P.L. 86-36



Release: 2018-13
NSA: 06213

(b)(3)-P.L. 86-36



Release: 2018-13
NSA: 06214

(b)(3)-P.L. 86-36

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

(b)(3)-P.L. 86-36
(b)(4)

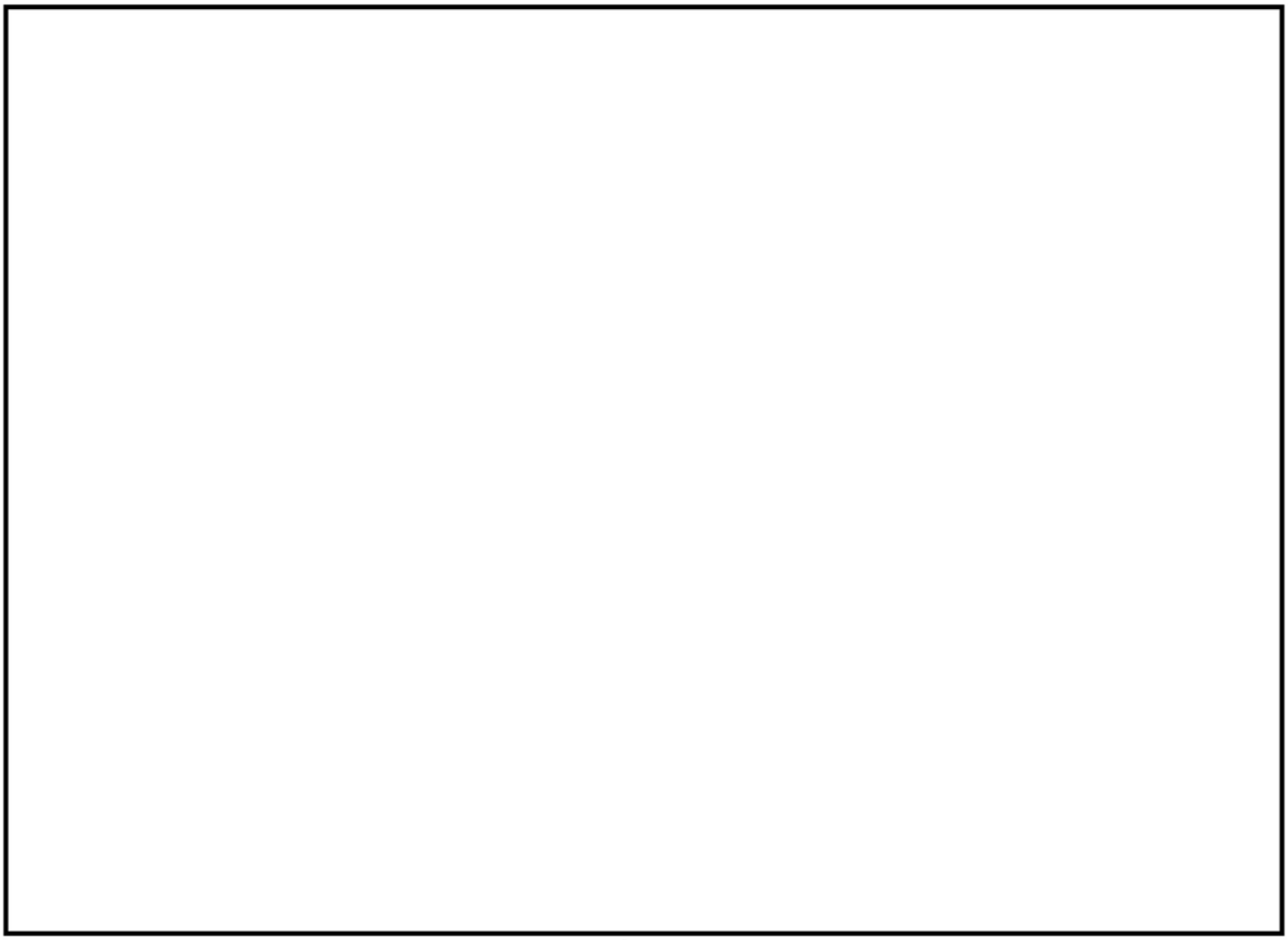
Release: 2018-13
NSA: 06215

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06216

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06217



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06218

(b) (3)-P.L. 86-36

[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment.

SCIF Facilities
The contractor shall provide NSA accredited Special Compartmented Information Facility (SCIF) approved for the storage and processing of classified information and designated Special Compartmented Information (SCI). This space is to include office space, furniture, computers, NSANet connectivity, Internet connectivity, telephones (secure and unsecure) and related services to accommodate staffing for the efforts described herein.

Approving Officials:

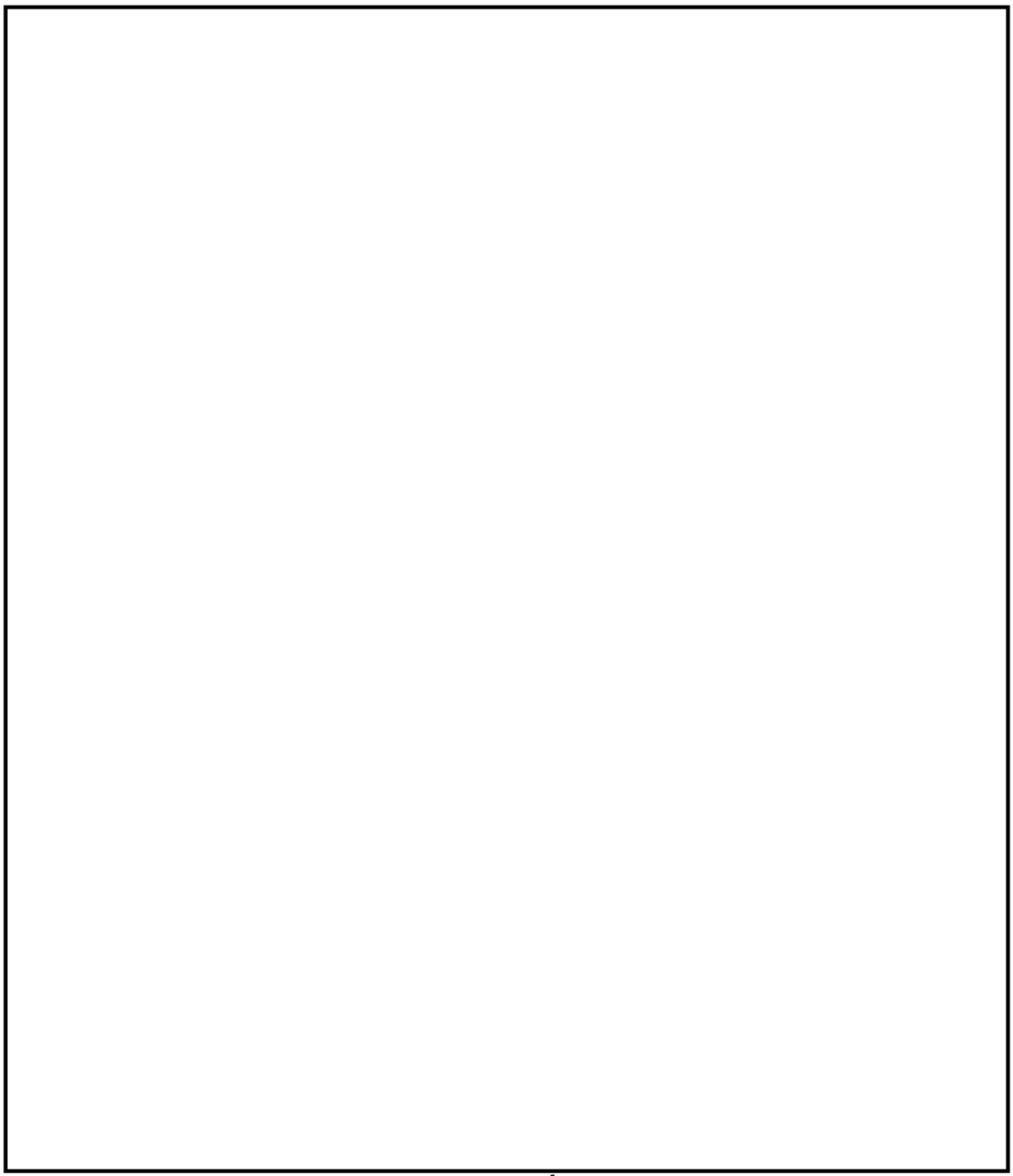
1. Contracting Officer's Representative:
   Print Name [redacted] Date: 1/18/2012
   Org:
2. Contractor's Signature: [redacted] Date: 4/11/12
   Print Name: [redacted]
   Org:
3. Contracting Officer:
   Print Name [redacted] Date: 4/12/12
   Org:

(b) (6)

Release: 2018-13
NSA: 06219

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06220



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06221

(b)(3)-P.L. 86-36

[redacted]

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

[redacted]

[redacted]

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06222

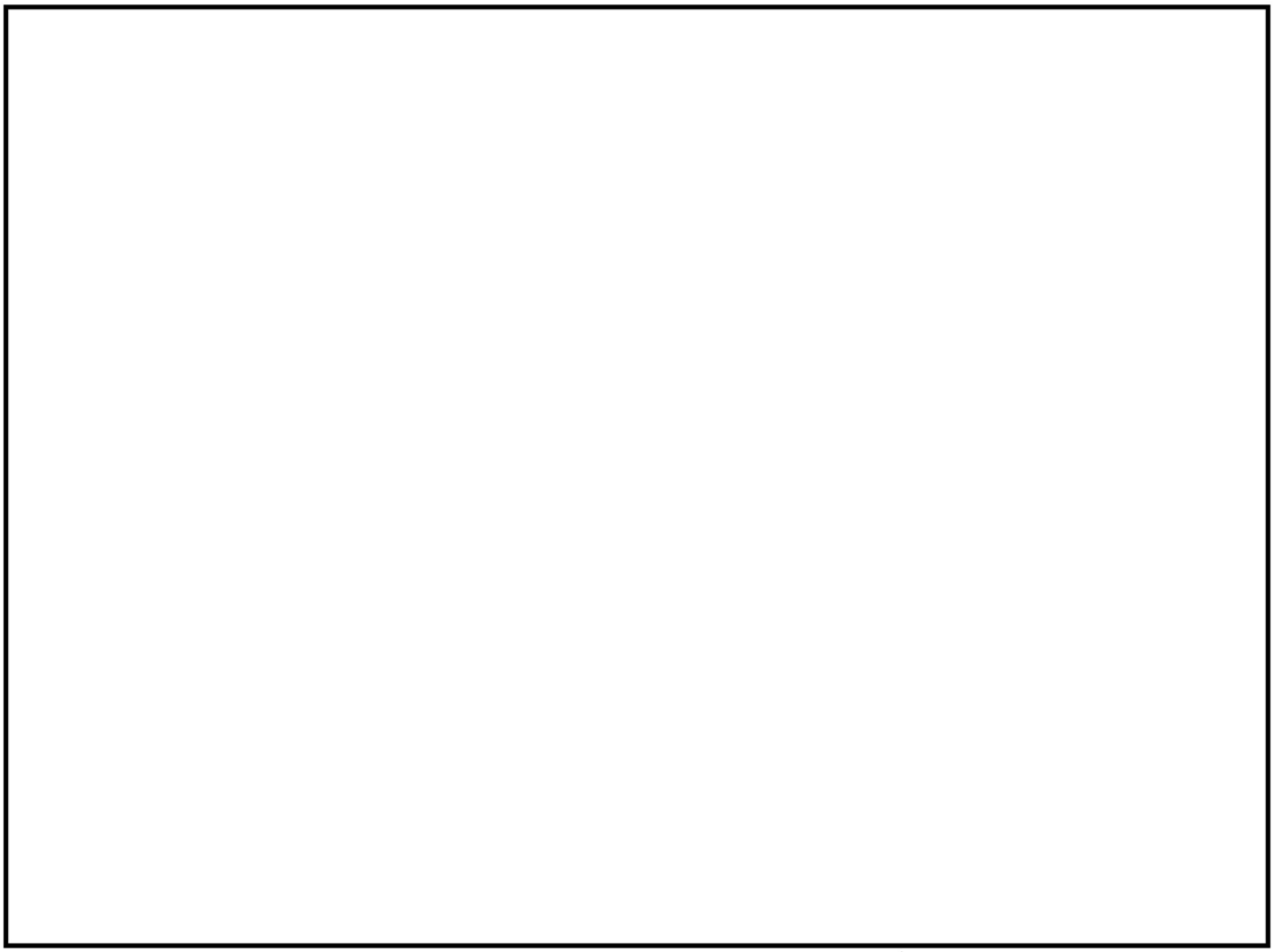
(b)(3)-P.L. 86-36
(b)(4)

ACR: A/

Release: 2018-13
NSA: 06223

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06224



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06225

(b) (3)-P.L. 86-36

[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment, and NSTS connectivity and equipment.

SCIF Facilities
The contractor shall provide NSA accredited Special Compartmented Information Facility (SCIF) approved for the storage and processing of classified information and designated Special Compartmented Information (SCI). This space is to include office space, furniture, computers, NSANet connectivity, Internet connectivity, telephones (secure and unsecure) and related services to accommodate staffing for the efforts described herein.

Approving Officials:

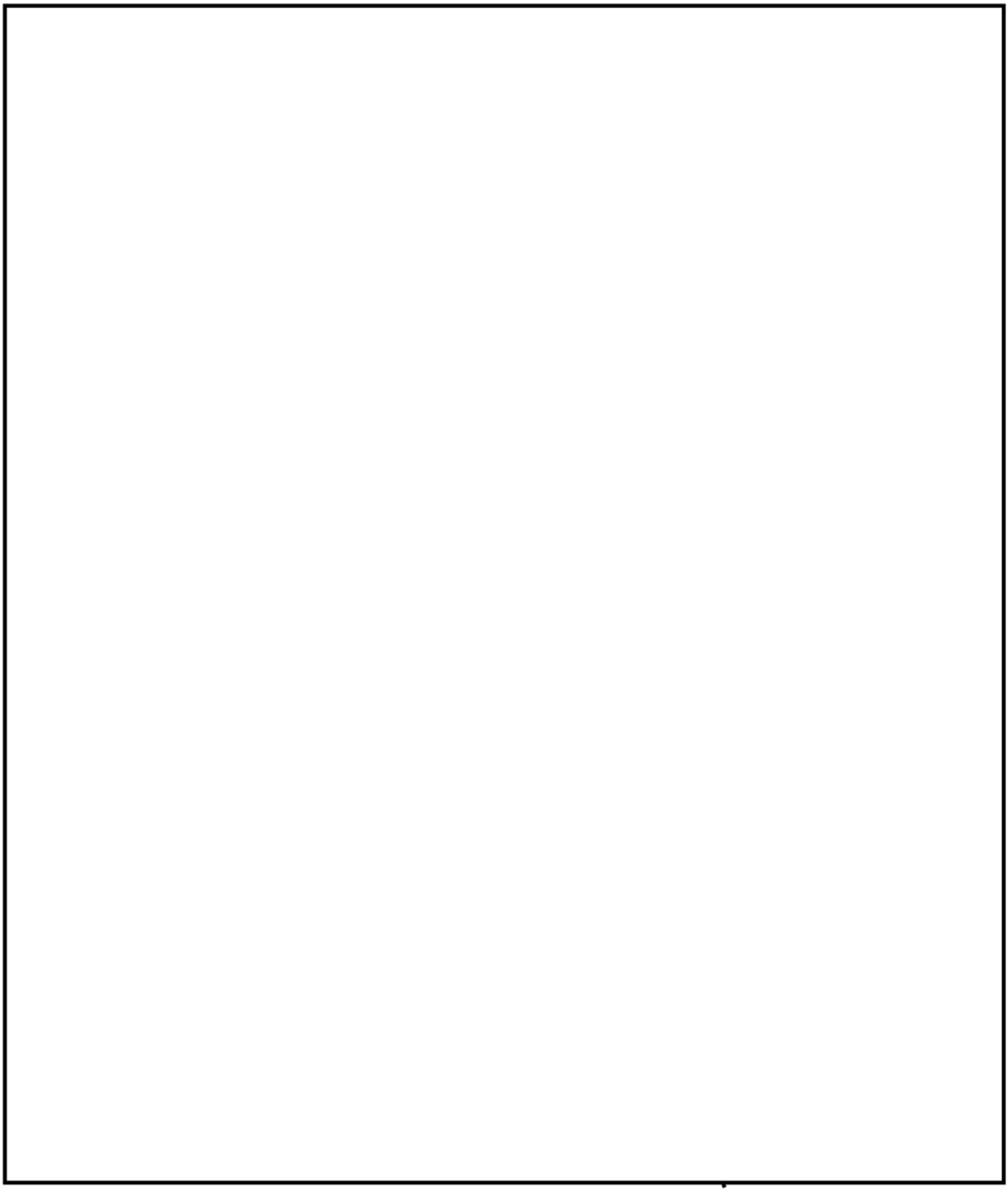
1. Contracting Officer's Representative
Print Name: [redacted] Date: 6/15/2012
Org:

2. Contractor's Signature
Print Name: [redacted] Date: 8/24/12
Org:

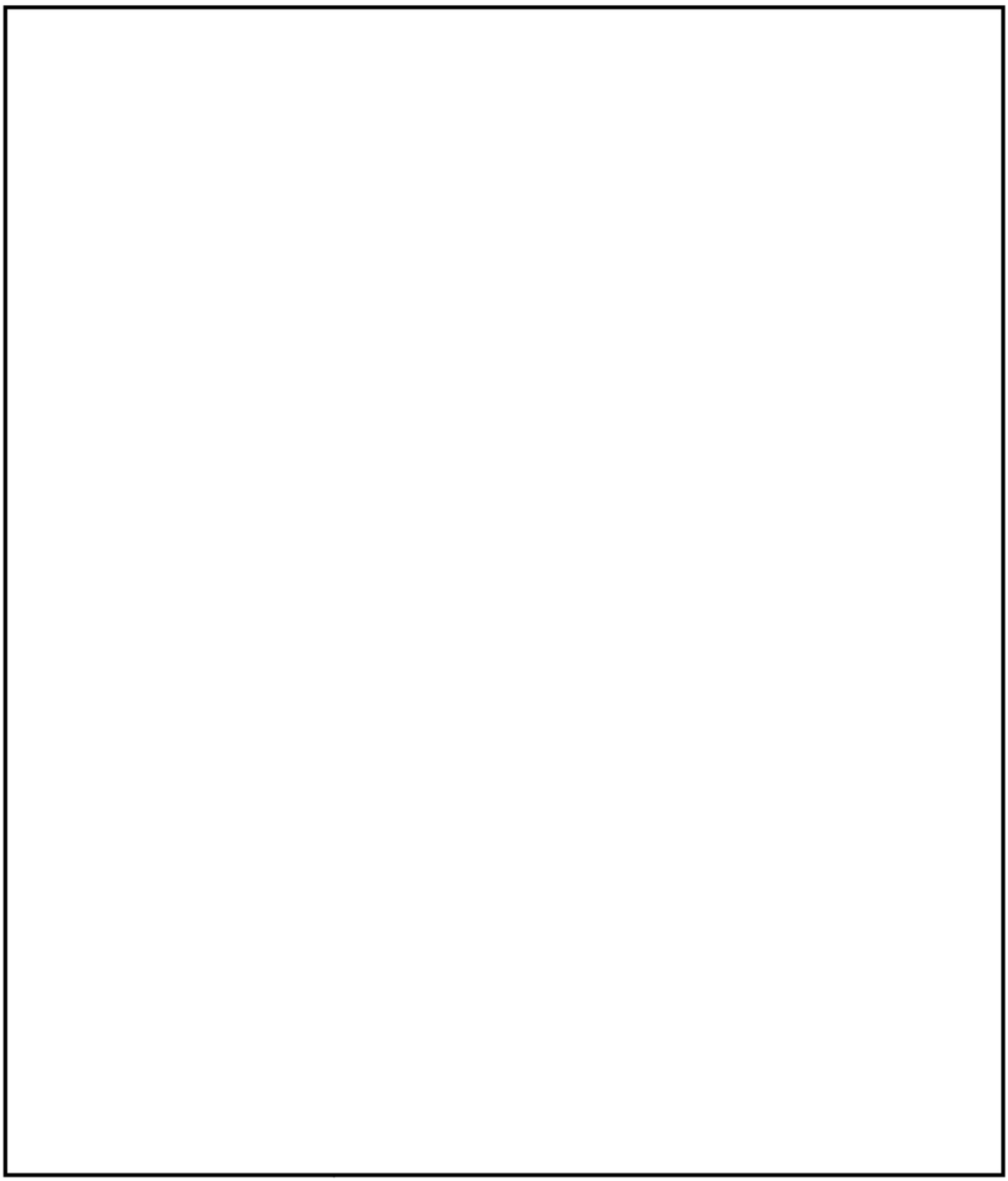
3. Contracting Officer
Print Name: [redacted] Date: 8.27.12
Org:

(b) (6)

Release: 2018-13
NSA: 06226



(b)(3)-P.L. 86-36
Release: 2018-13
NSA: 06227



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06228

(b)(3)-P.L. 86-36

[redacted]

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

[redacted]

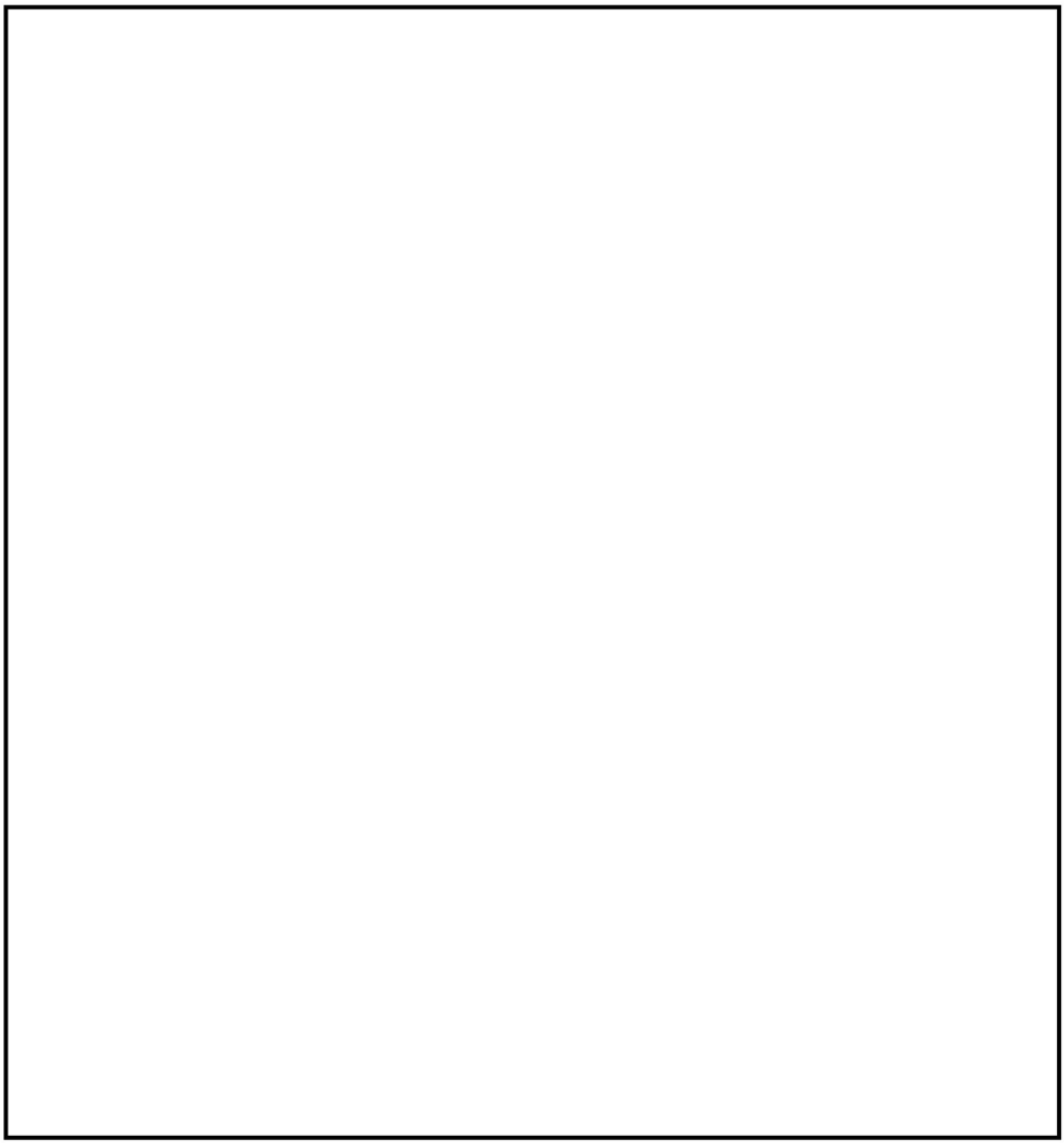
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(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06229

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06230



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06231

(b)(3)-P.L. 86-36
(b)(4)

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[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers, NSANet connectivity and equipment, and NSTS connectivity and equipment.

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Approving Officials:

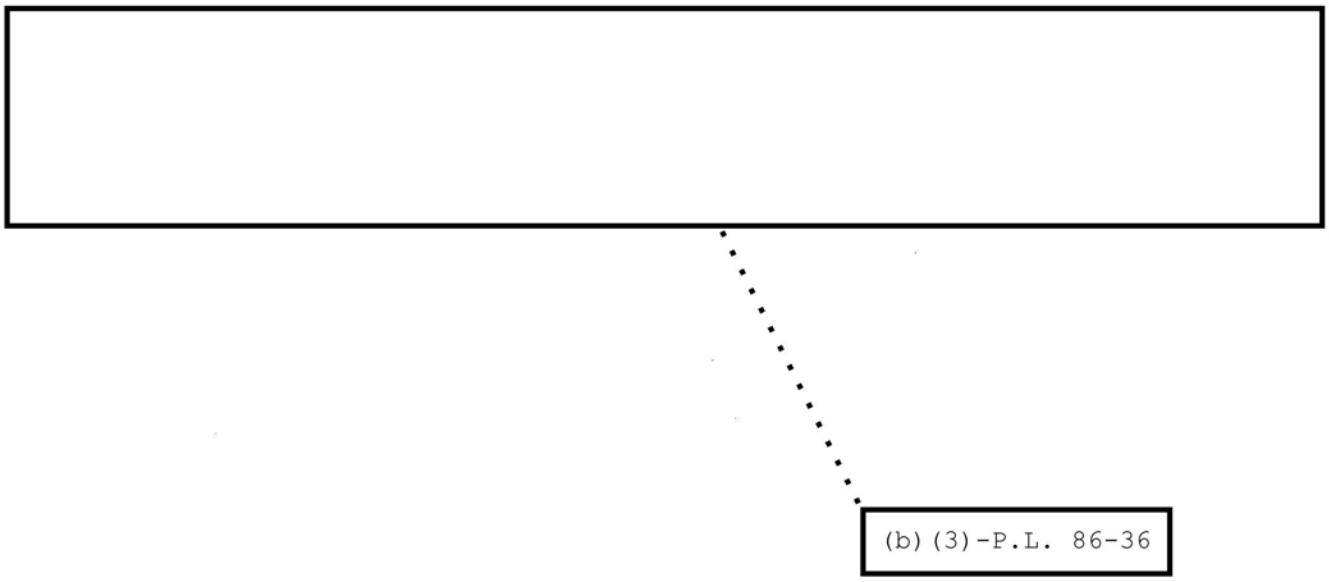
1. Contracting Officer's Representative
Print Name: [redacted] Date: 8/6/2012
Org: [redacted]

2. Contractor's Signature:
Print Name: [redacted] Date: 8/27/12
Org: [redacted]

3. Contracting Officer
Print Name: [redacted] Date: 8/27/12
Org: [redacted]

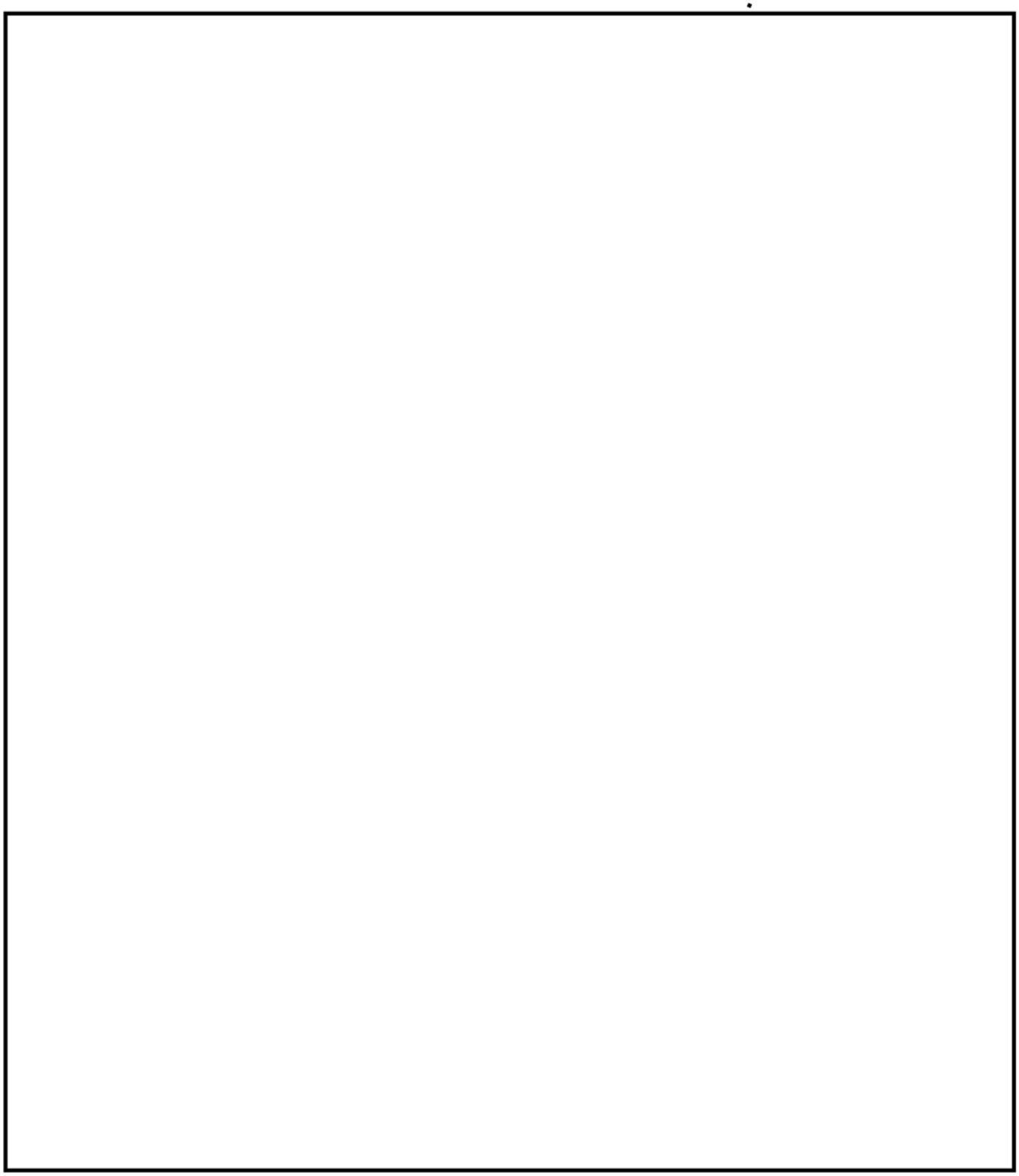
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(b)(3)-P.L. 86-36



Release: 2018-13
NSA: 06233

(b)(3)-P.L. 86-36



Release: 2018-13
NSA: 06234

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06235

(b)(3)-P.L. 86-36

[redacted]

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

[redacted]

[redacted]

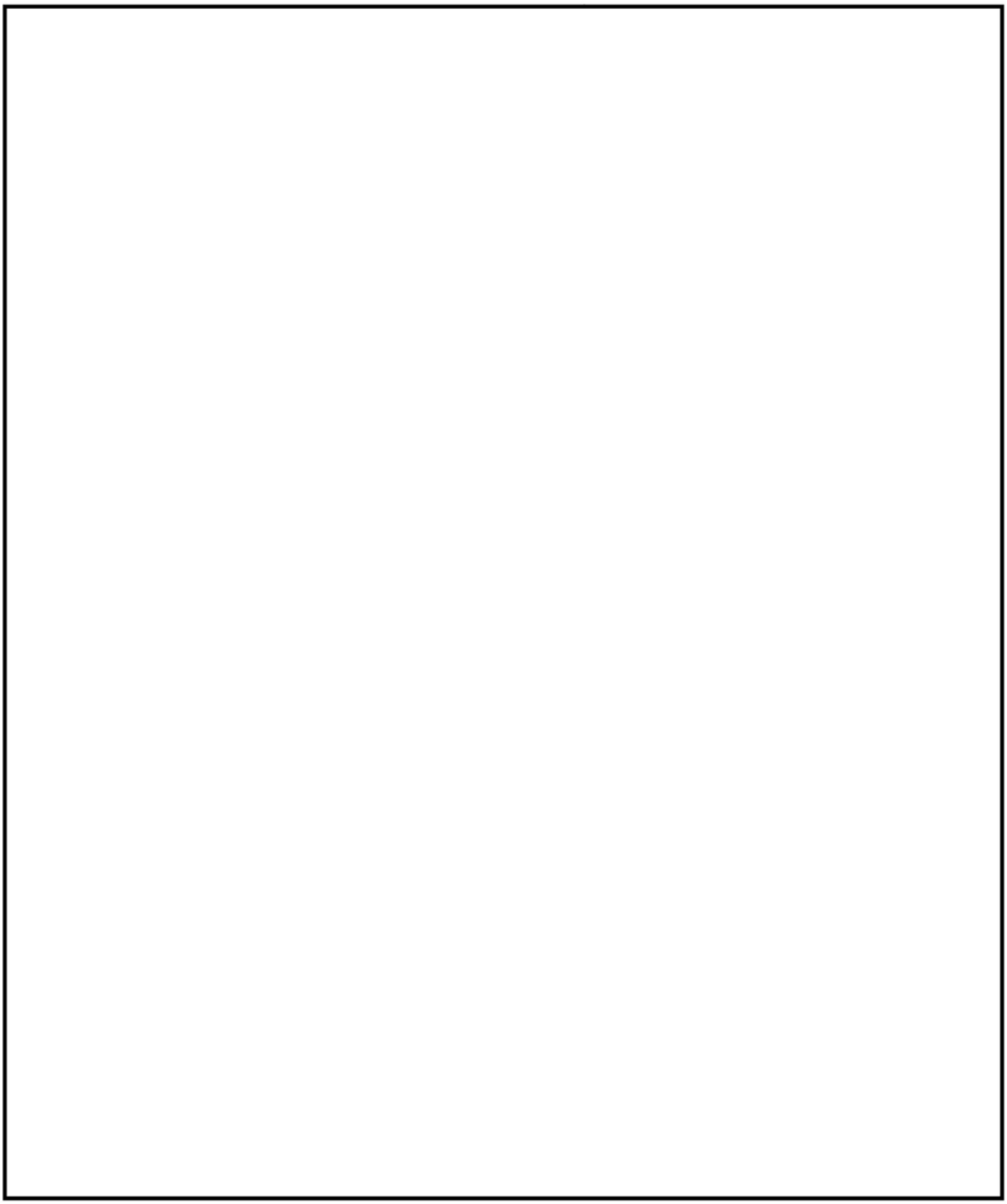
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Release: 2018-13
NSA: 06236

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06237

(b)(3)-P.L. 86-36
(b)(4)



Release: 2018-13
NSA: 06238

[redacted]

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06239

[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers, NSANet connectivity and equipment, and NSTS connectivity and equipment.

SCIF Facilities
The contractor shall provide NSA accredited Special Compartmented Information Facility (SCIF) approved for the storage and processing of classified information and designated Special Compartmented Information (SCI). This space is to include office space, furniture, computers, NSANet connectivity, Internet connectivity, telephones (secure and unsecure) and related services to accommodate staffing for the efforts described herein.

Approving Officials:

1. Contracting Officer's Representative:
   Print Name: [redacted]
   Date: 12/4/2017
   Org: [redacted]

2. Contractor's Signa[redacted]
   Print Name: [redacted]
   Date: 12/13
   Org: [redacted]

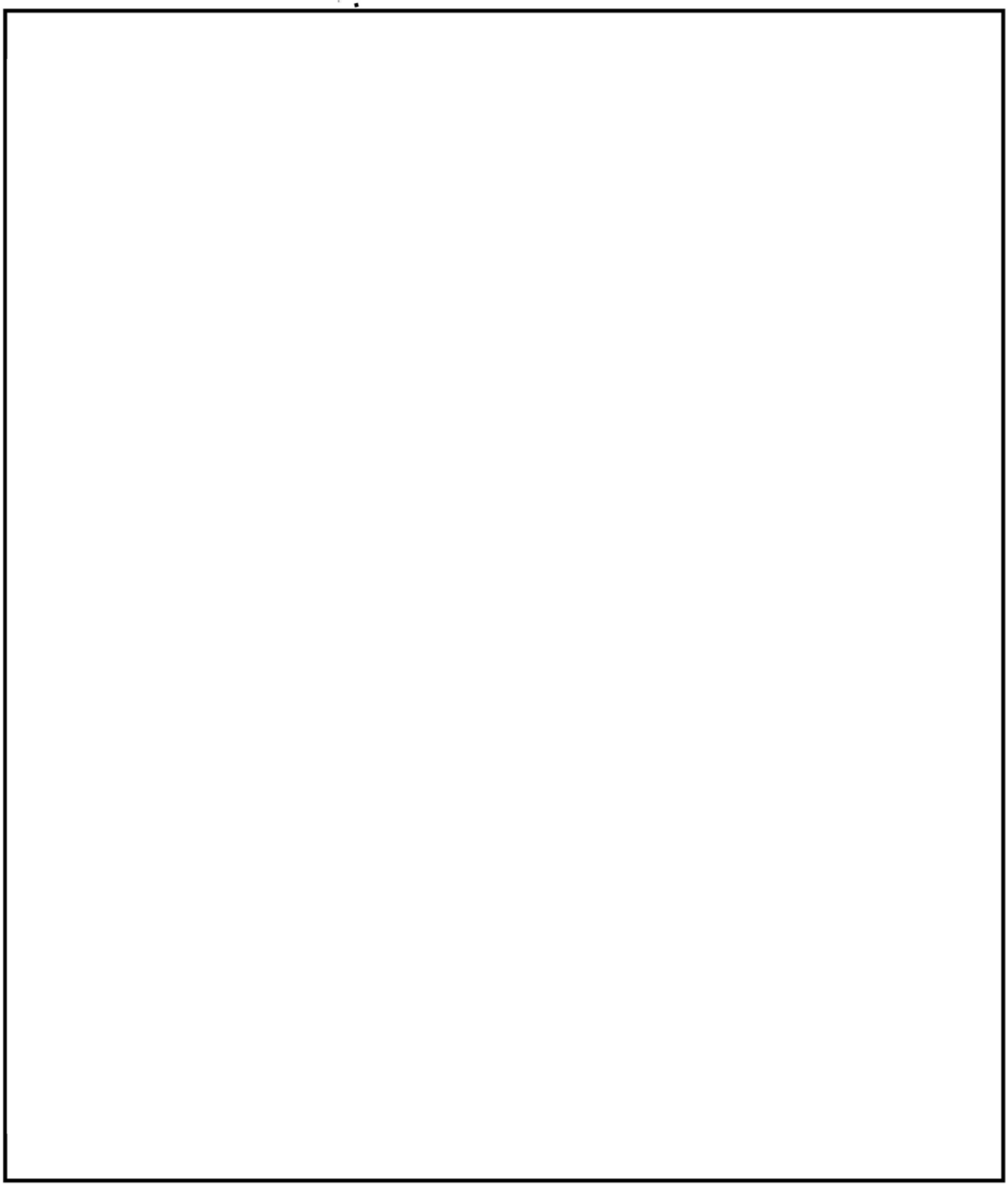
3. Contracting Office[redacted]
   Print Name: [redacted]
   Date: 12/13
   Org: [redacted]

(b)(3)-P.L. 86-36

(b)(6)

Release: 2018-13
NSA: 06240

(b)(3)-P.L. 86-36



Release: 2018-13
NSA: 06241

[redacted]

[redacted]

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06242

(b) (3)-P.L. 86-36

Task Deliverables:

Status/Progress Reporting

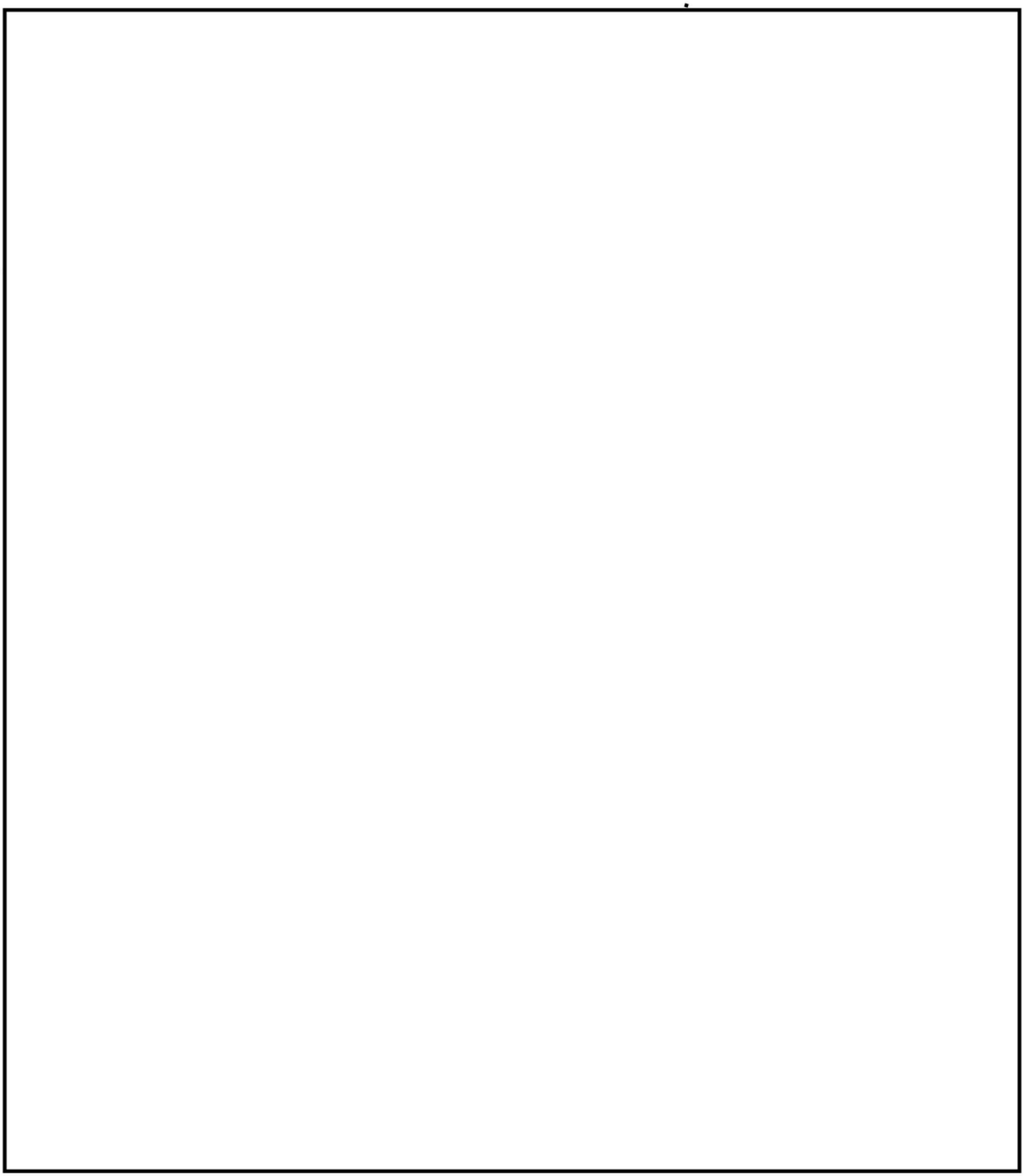
The following deliverables shall be provided during the execution of the task:

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- Funds & Man-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

(b) (3)-P.L. 86-36
(b) (4)

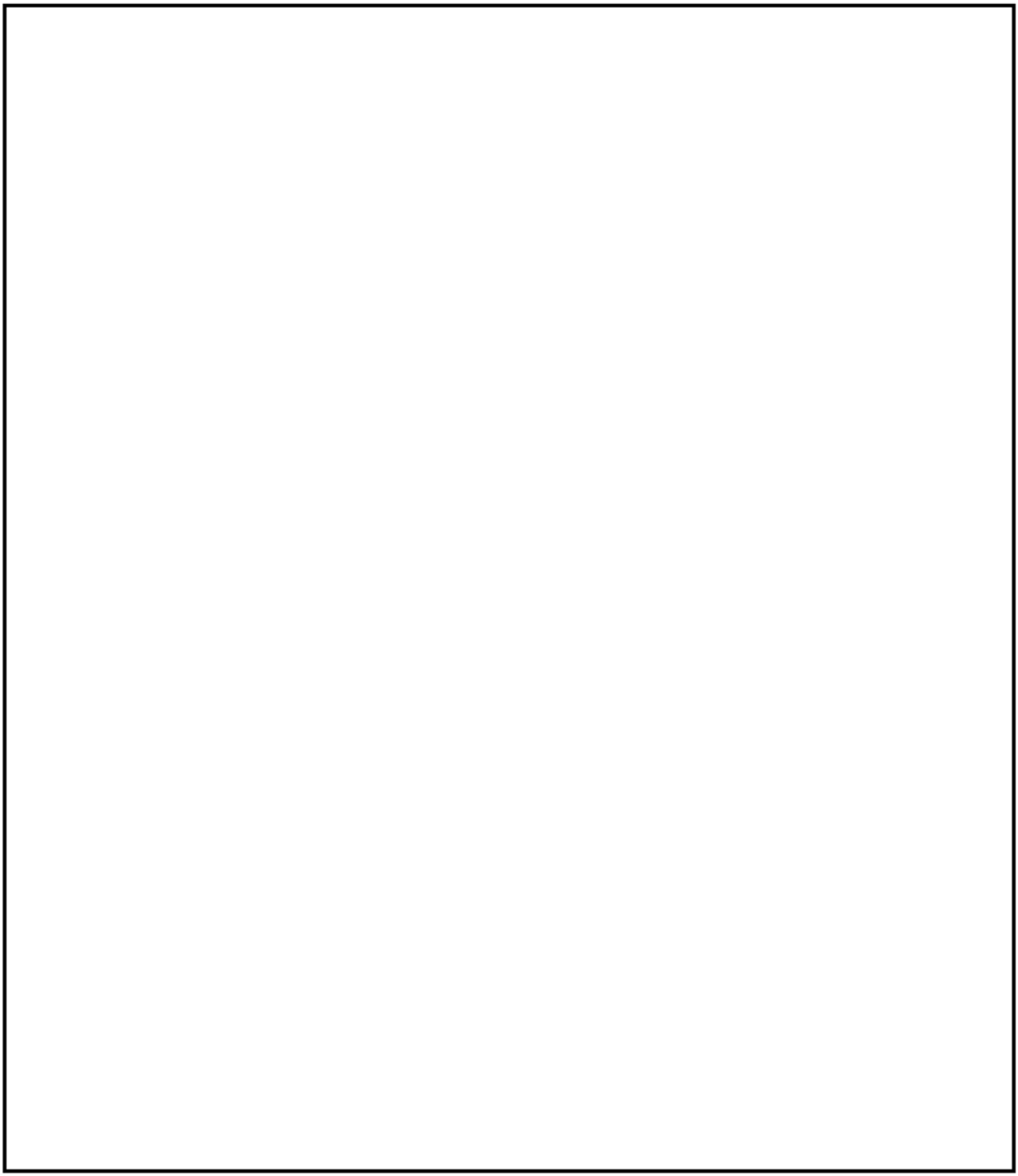
Release: 2018-13
NSA: 06243

(b)(3)-P.L. 86-36
(b)(4)



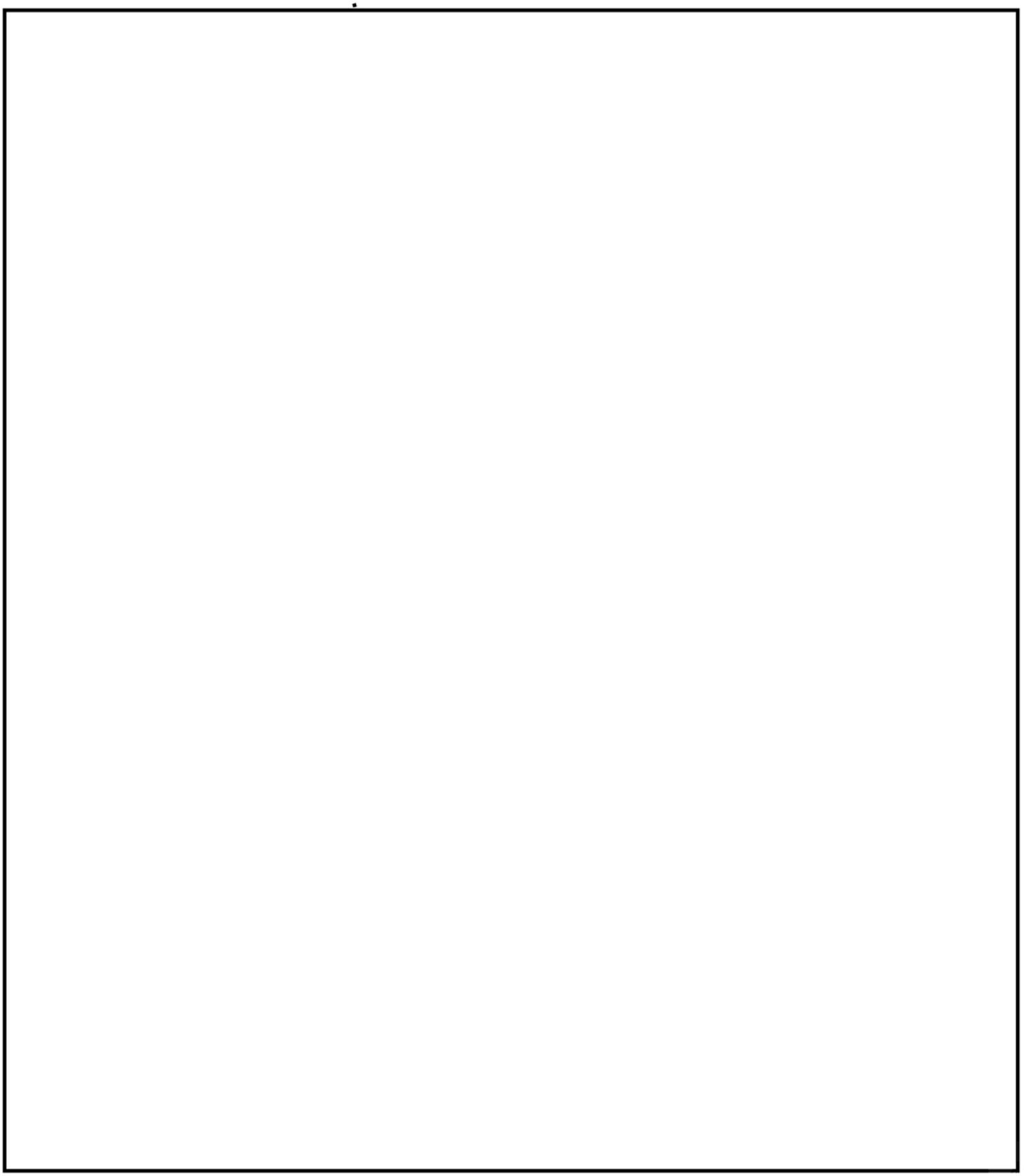
Release: 2018-13
NSA: 06244

(b)(3)-P.L. 86-36
(b)(4)



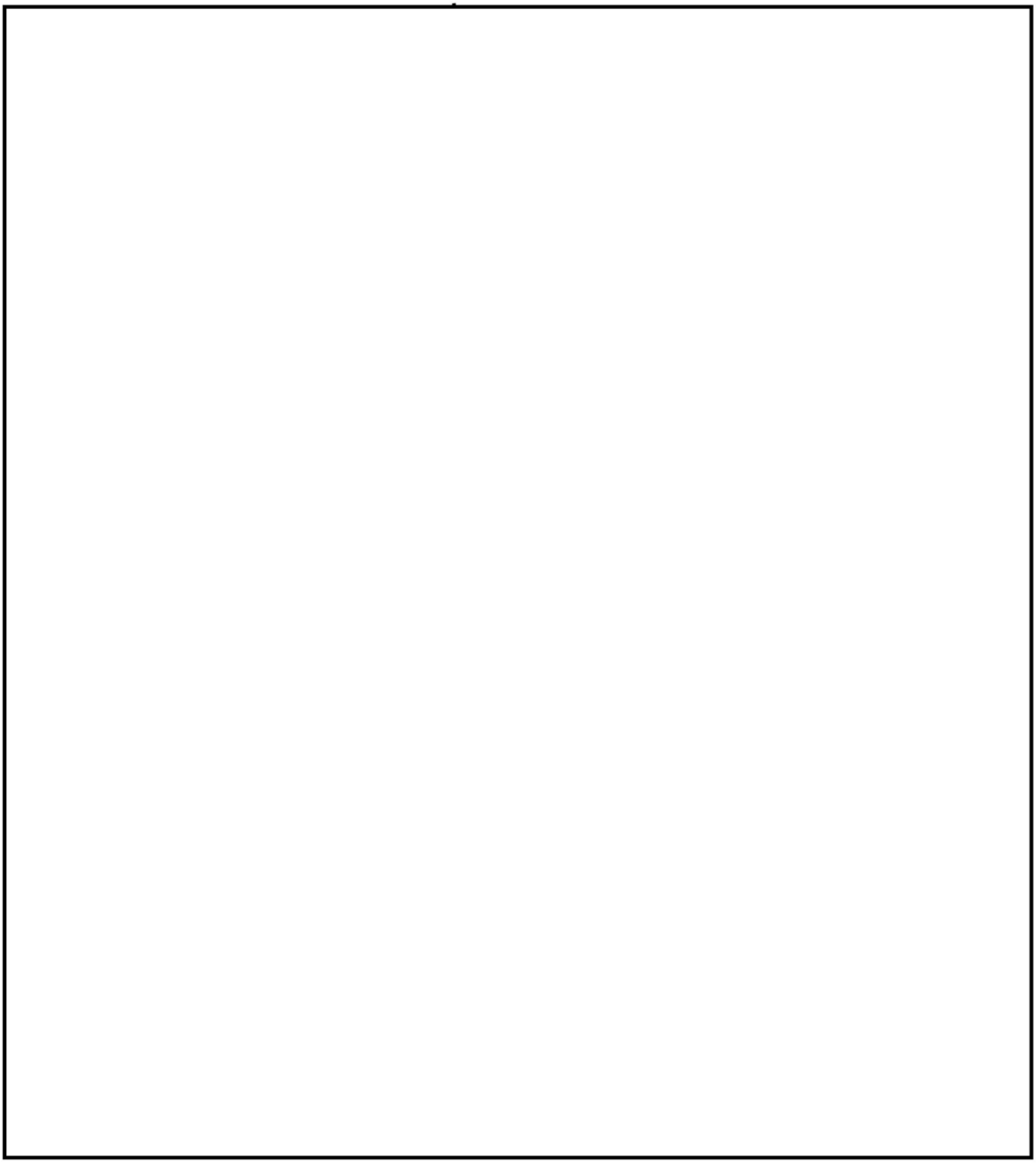
Release: 2018-13
NSA: 06245

(b)(3)-P.L. 86-36
(b)(4)

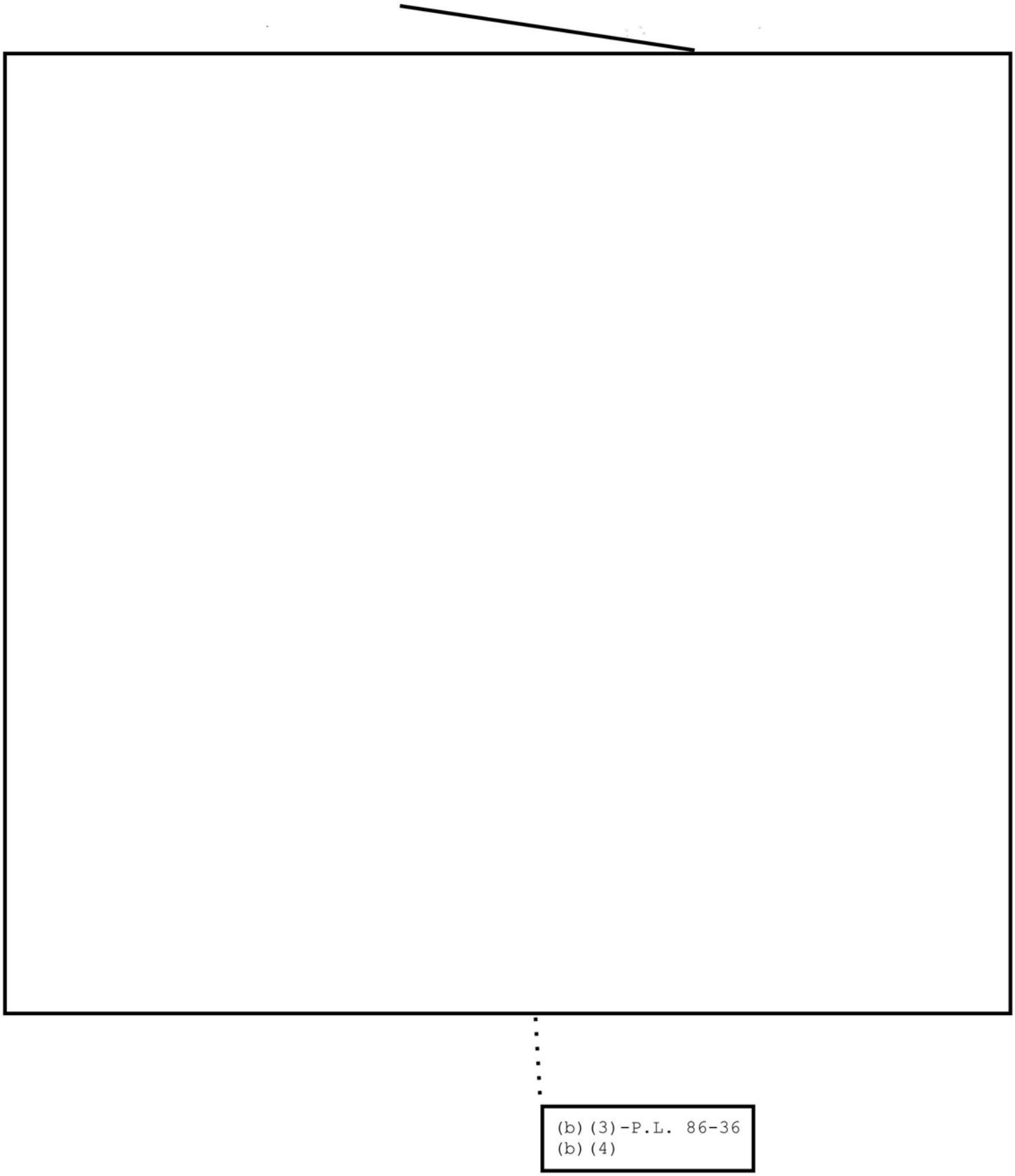


Release: 2018-13
NSA: 06246

(b)(3)-P.L. 86-36
(b)(4)

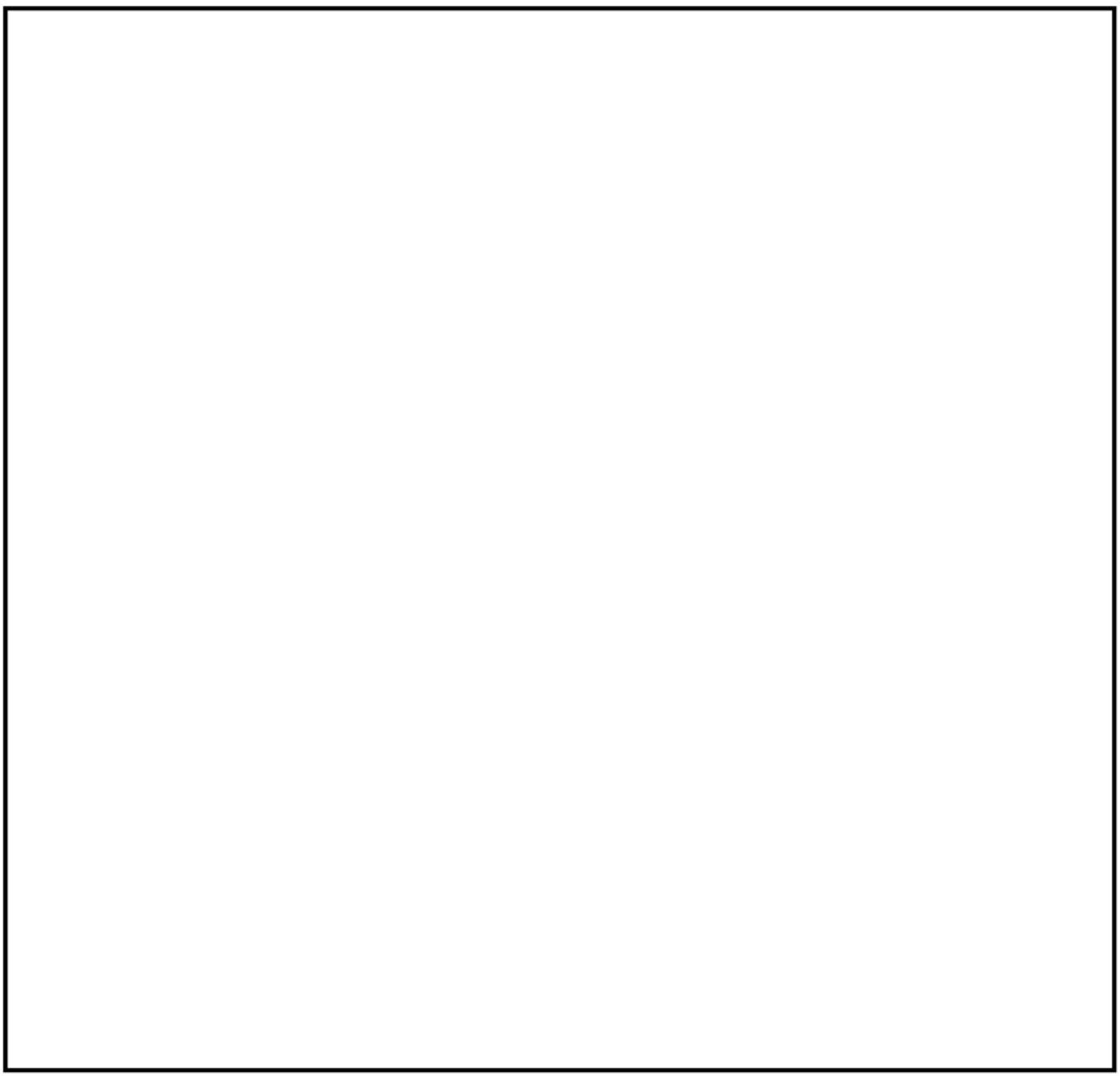


Release: 2018-13
NSA: 06247



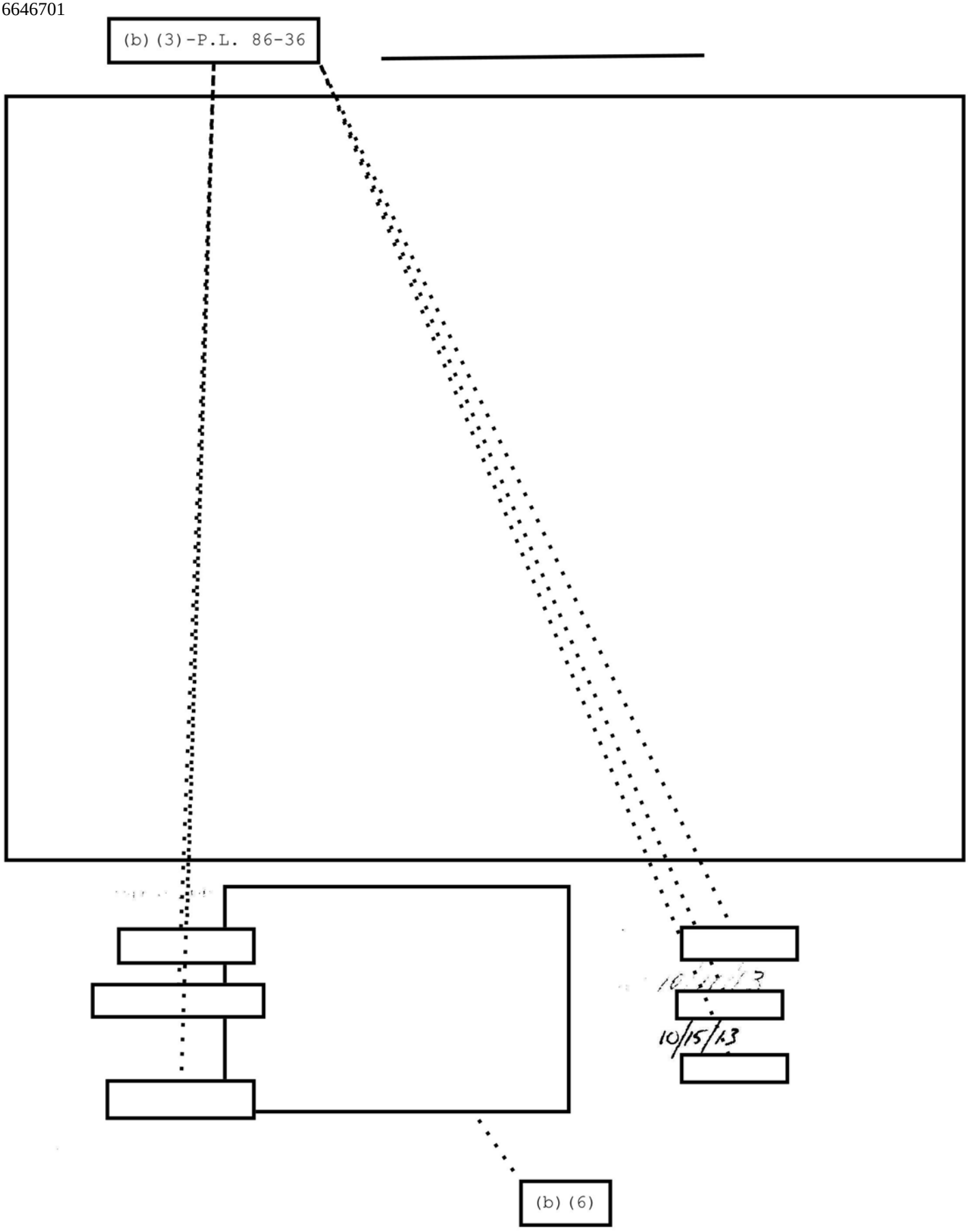
(b)(3)-P.L. 86-36
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Release: 2018-13
NSA: 06248



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06249

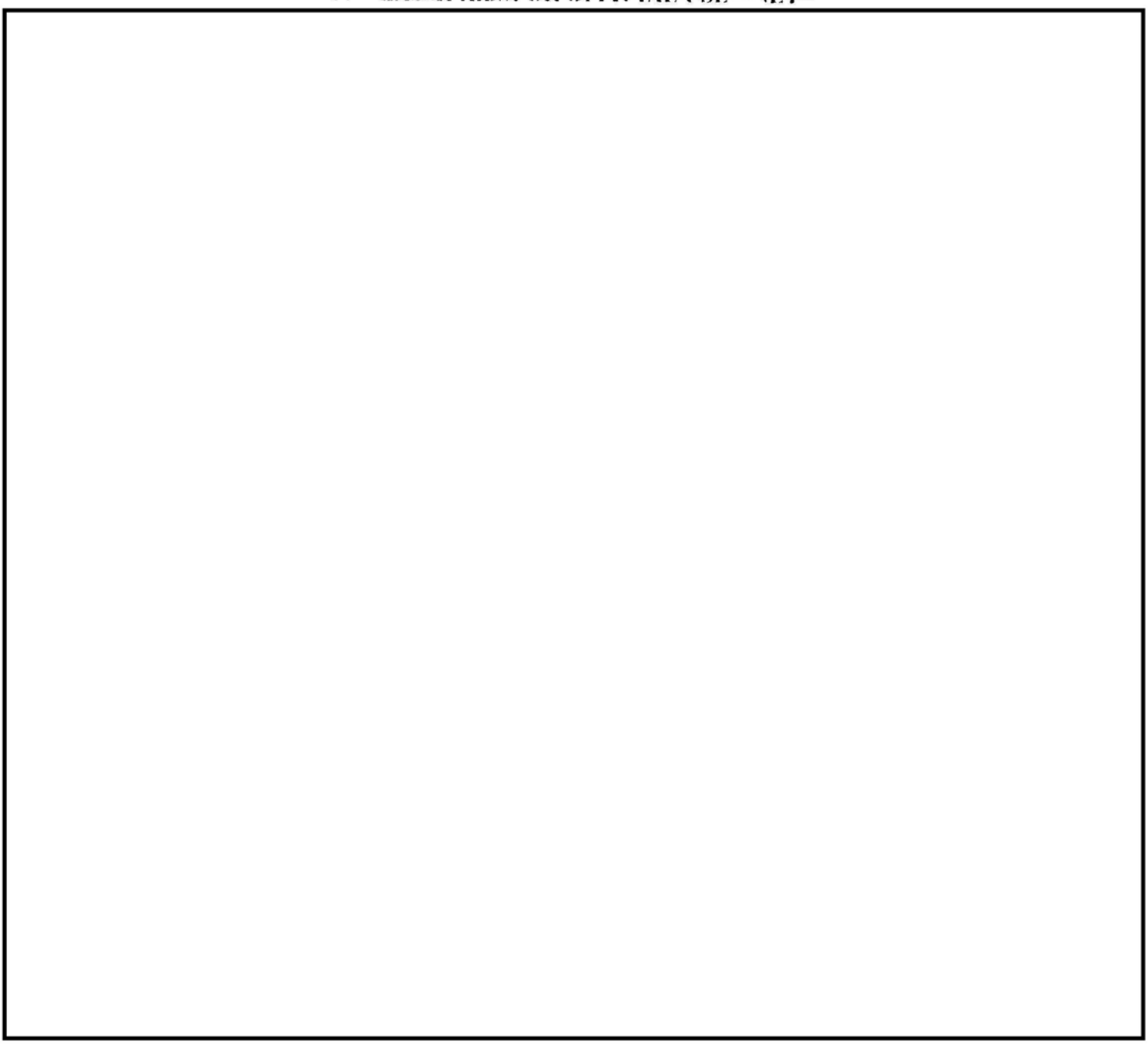

(b)(3)-P.L. 86-36
10/15/13
(b)(6)

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06251

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06252



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06253

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06254

(b)(3)-P.L. 86-36

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Labor-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06255

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06256

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06257

(b)(3)-P.L. 86-36

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[redacted]

Miscellaneous:

Staffing

The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)

For work performed on-site in government facilities, the government shall provide computers, NSANet connectivity and equipment, and NSTS connectivity and equipment.

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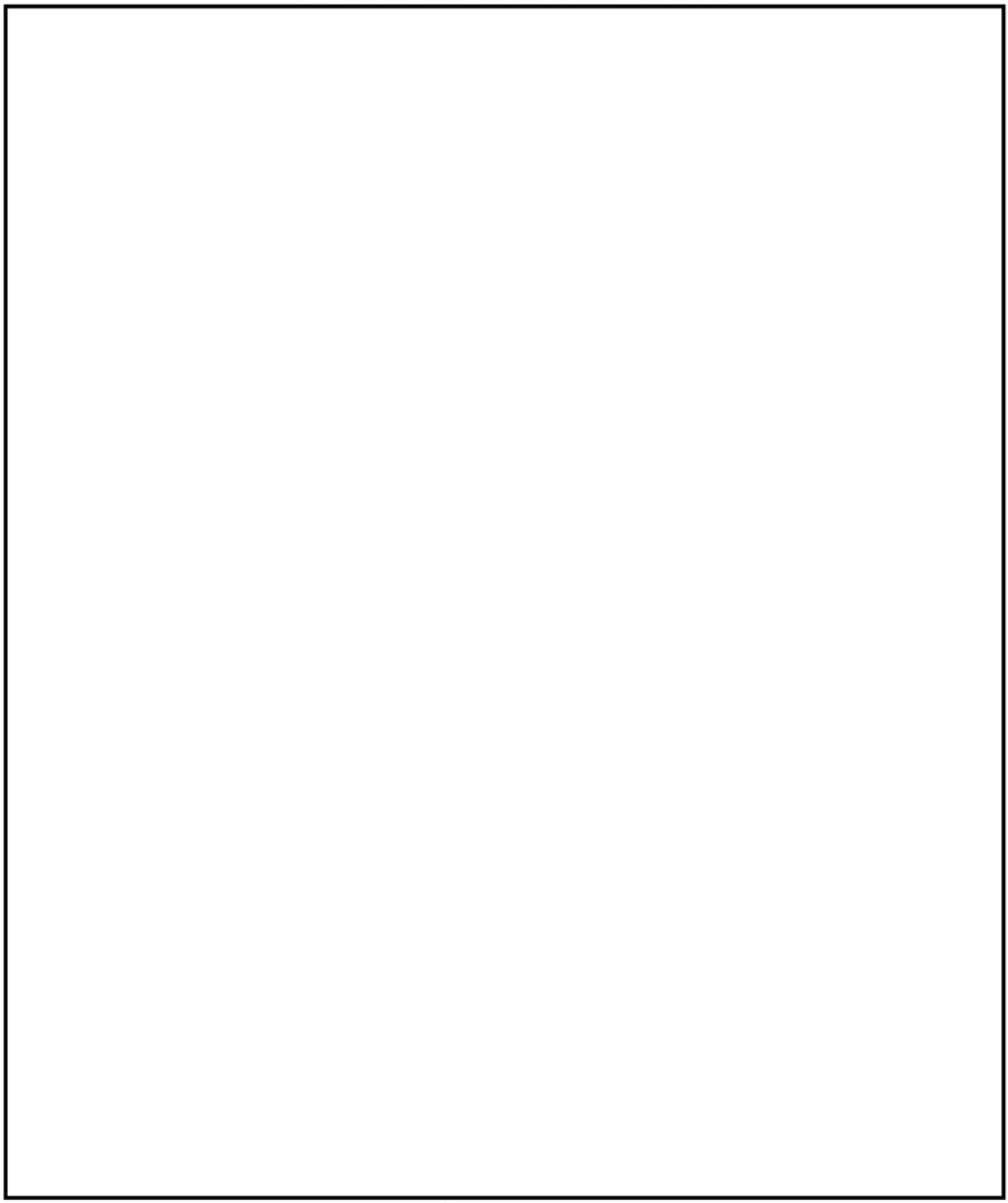
Travel/Training

Approving Officials:

1. Contracting Officer's Representative
   Print Name: [redacted]
   Date: [illegible]
   Org: [redacted]
2. Contractor's Signature
   Print Name: [redacted]
   Date: 10/29/13
   Org: [redacted]
3. Contracting Offic[redacted]
   Print Name: [redacted]
   Date: 10/30/13
   Org: [redacted]

(b)(6)

[redacted]

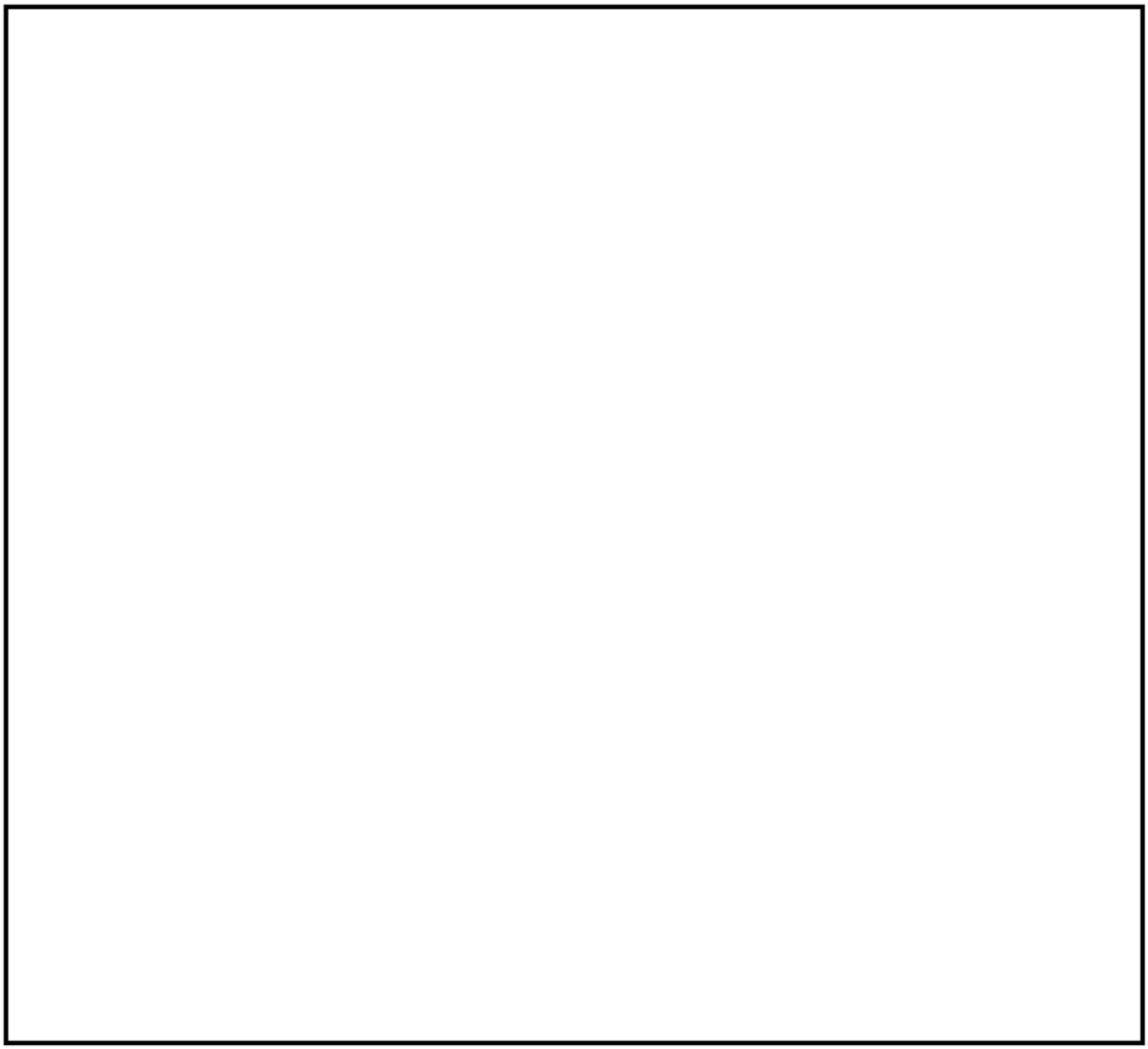


(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06259

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06260



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06261

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06262

(b)(3)-P.L. 86-36

[redacted]

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Labor-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

[redacted]

[redacted]

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06263

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06264

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06265

(b)(3)-P.L. 86-36
(b)(4)

Miscellaneous:

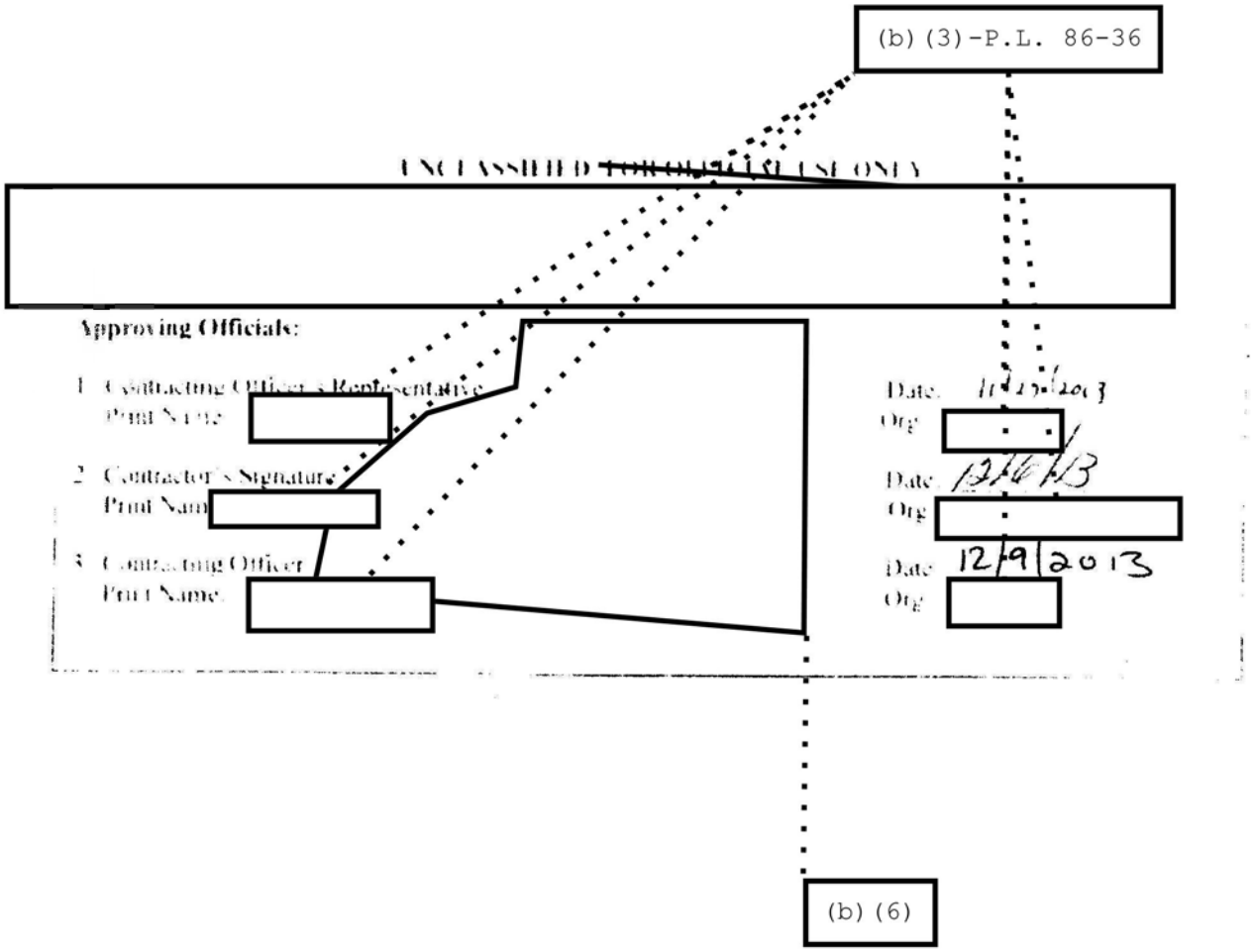
Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment.

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Travel/Training
There are not any anticipated travel requirements at this time.

Release: 2018-13
NSA: 06266


(b) (3)-P.L. 86-36
UNCLASSIFIED
Approving Officials:
1 Contracting Officer's Representative
Print Name:
Date: 12/9/2013
Org:
2 Contractor's Signature
Print Name:
Date: 12/6/13
Org:
3 Contracting Officer
Print Name:
Date: 12/9/2013
Org:
(b) (6)

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06268

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06269

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06270

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06271

(b)(3)-P.L. 86-36

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Labor-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06272

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06273

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06274

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06275

(b)(3)-P.L. 86-36

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

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For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment.

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The contractor shall provide NSA accredited Special Compartmented Information Facility (SCIF) approved for the storage and processing of classified information and designated Special Compartmented Information (SCI). This space is to include office space, furniture, computers, NSANet connectivity, Internet connectivity, telephones (secure and unsecure) and related services to accommodate staffing for the efforts described herein.

Travel/Training
There are not any anticipated travel requirements at this time.

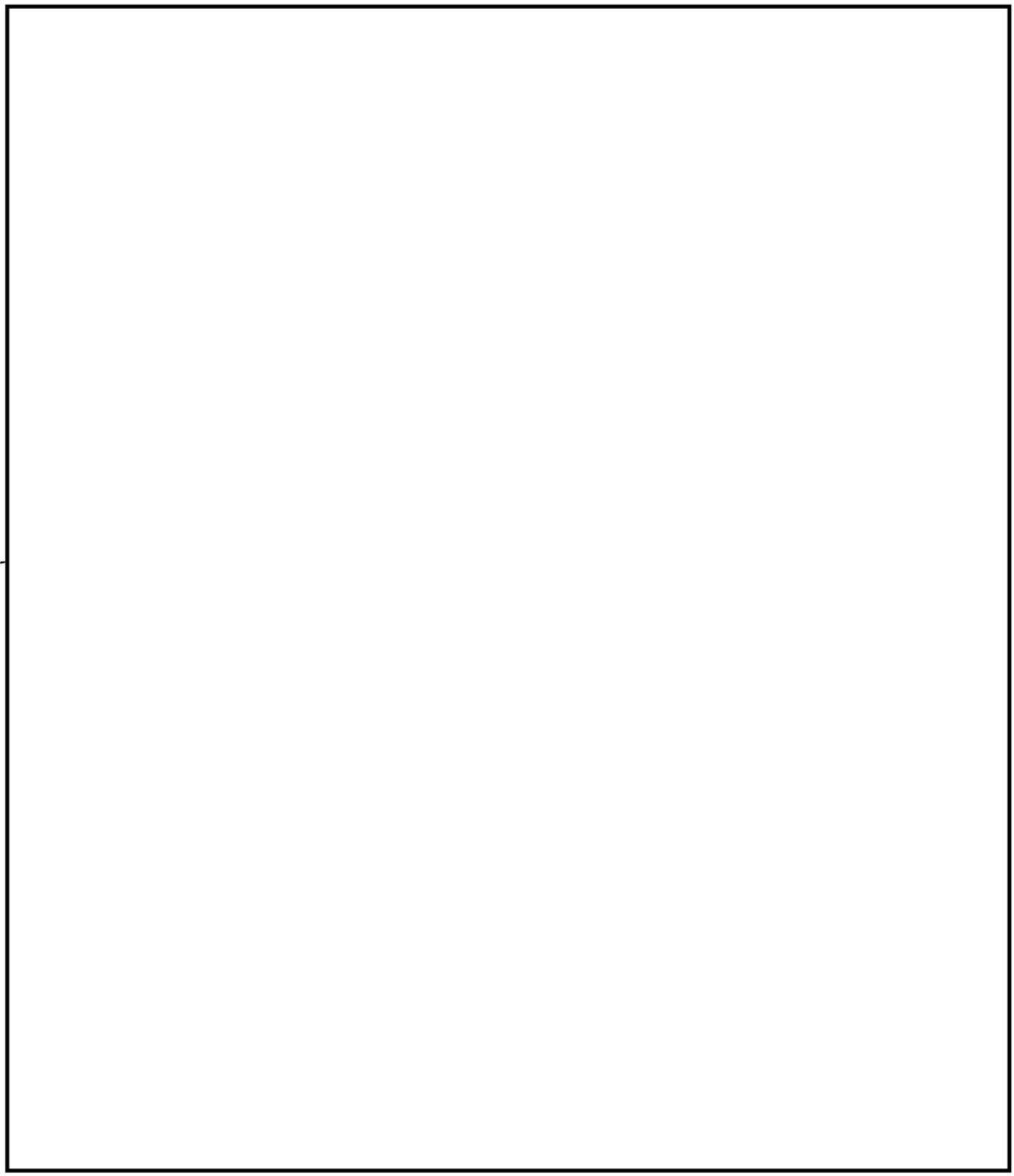
Approving Officials:

1. Contracting Officer's Representative:
   Print Name:
   Date: 12/23/2013
   Org:
2. Contractor's Signature:
   Print Name:
   Date: 1/10/14
   Org:
3. Contracting Offic
   Print Name:
   Date: 1/13/2014
   Org:

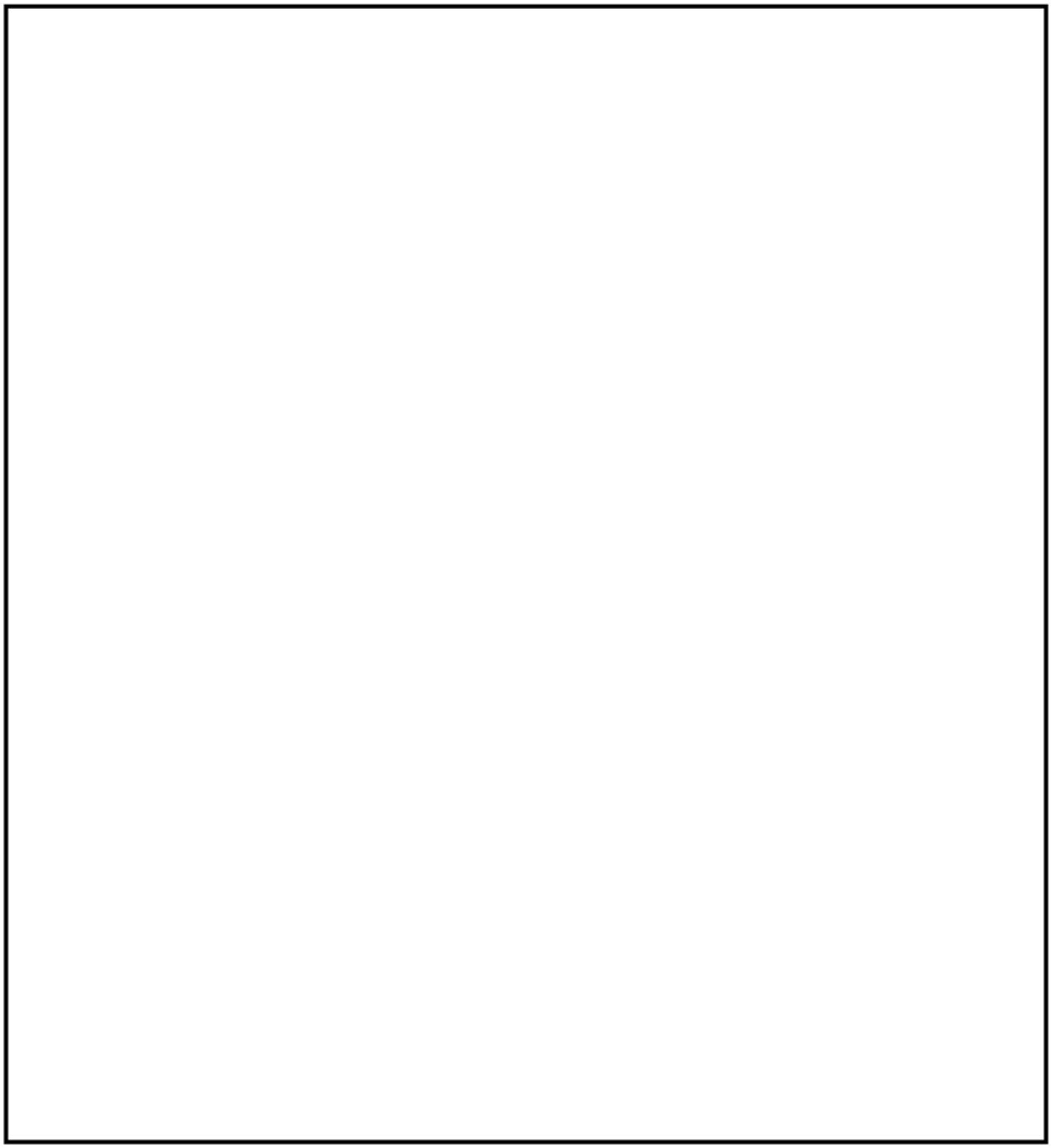
(b) (6)

(b)(3)-P.L. 86-36

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

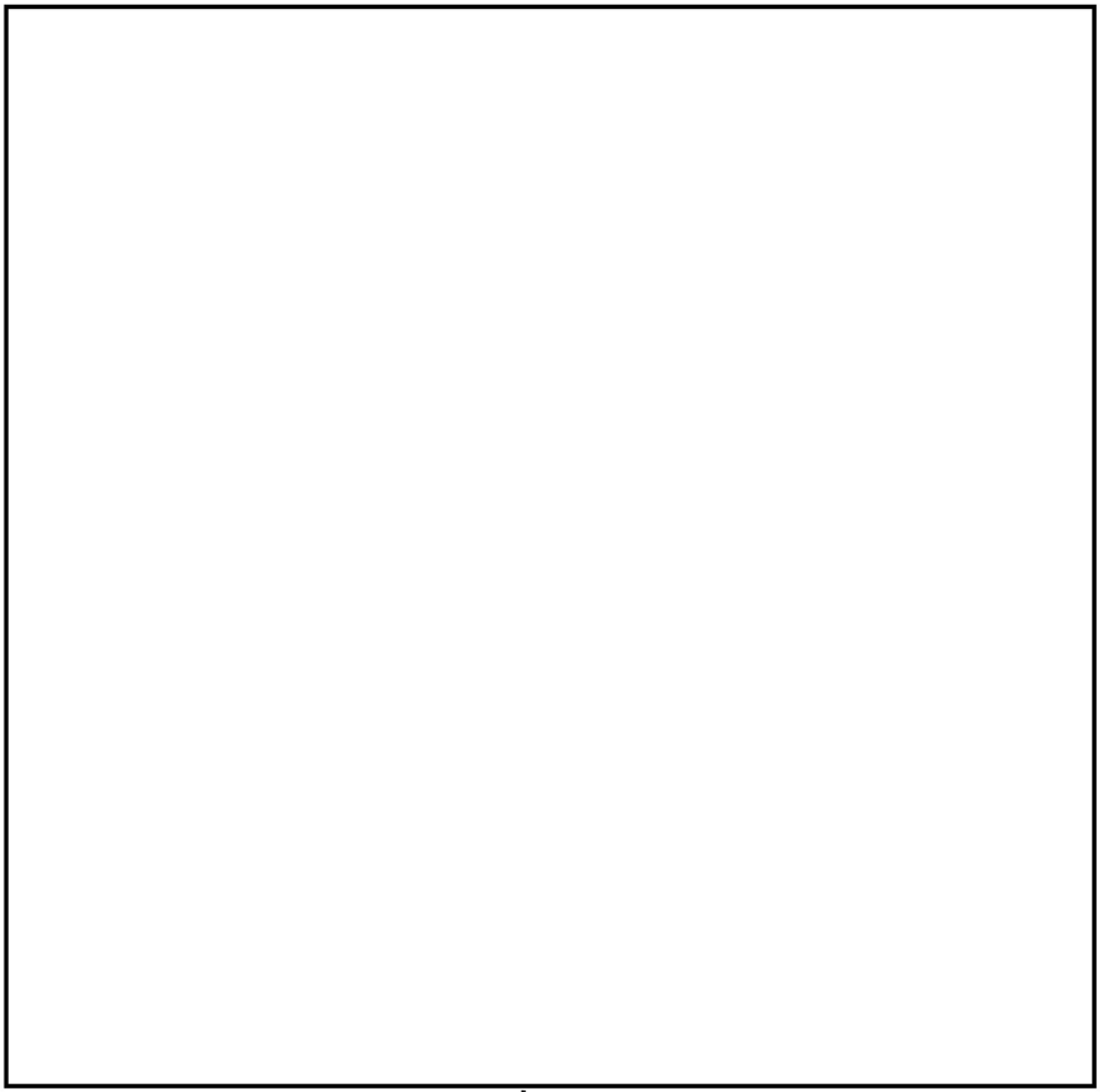


Release: 2018-13
NSA: 06277



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06278



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06279

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06280

(b)(3)-P.L. 86-36

[redacted]

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Labor-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

[redacted]

[redacted]

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06281

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06282

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06283

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06284

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06285

[redacted]

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment.

SCIF Facilities
The contractor shall provide NSA accredited Special Compartmented Information Facility (SCIF) approved for the storage and processing of classified information and designated Special Compartmented Information (SCI) This space is to include office space, furniture, computers, NSANet connectivity, Internet connectivity, telephones (secure and unsecure) and related services to accommodate staffing for the efforts described herein.

Travel/Training
There are not any anticipated travel requirements at this time.

(b)(3)-P.L. 86-36

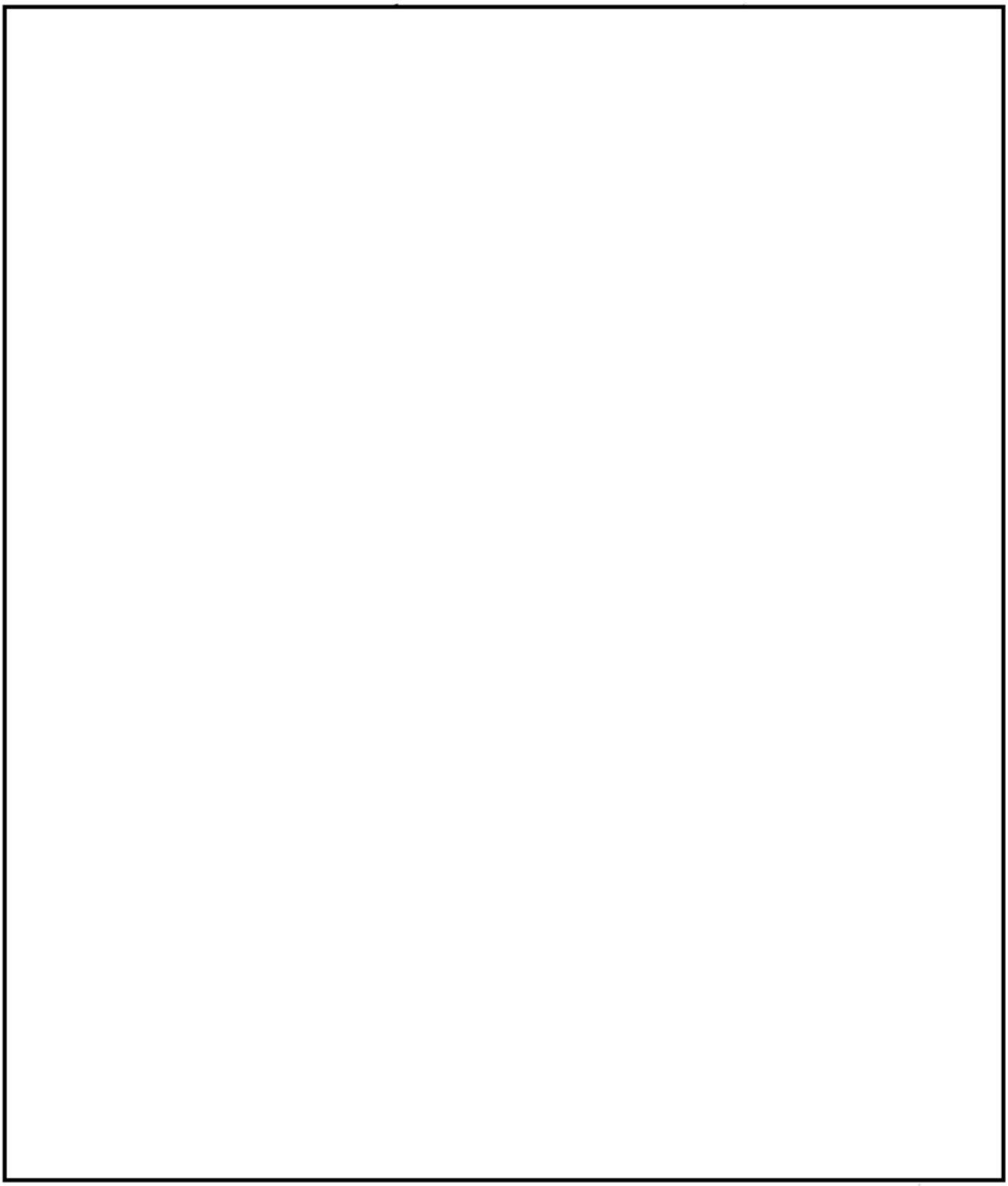
Approving Officials:

1. Contracting Officer's Representative: [redacted] Date: 12/23/2013
   Print Name: [redacted] Org: [redacted]
2. Contractor's Signature: [redacted] Date: 1/10/14
   Print Name: [redacted] Org: [redacted]
3. Contracting Offic[redacted] Date: 1/13/2014
   Print Name: [redacted] Org: [redacted]

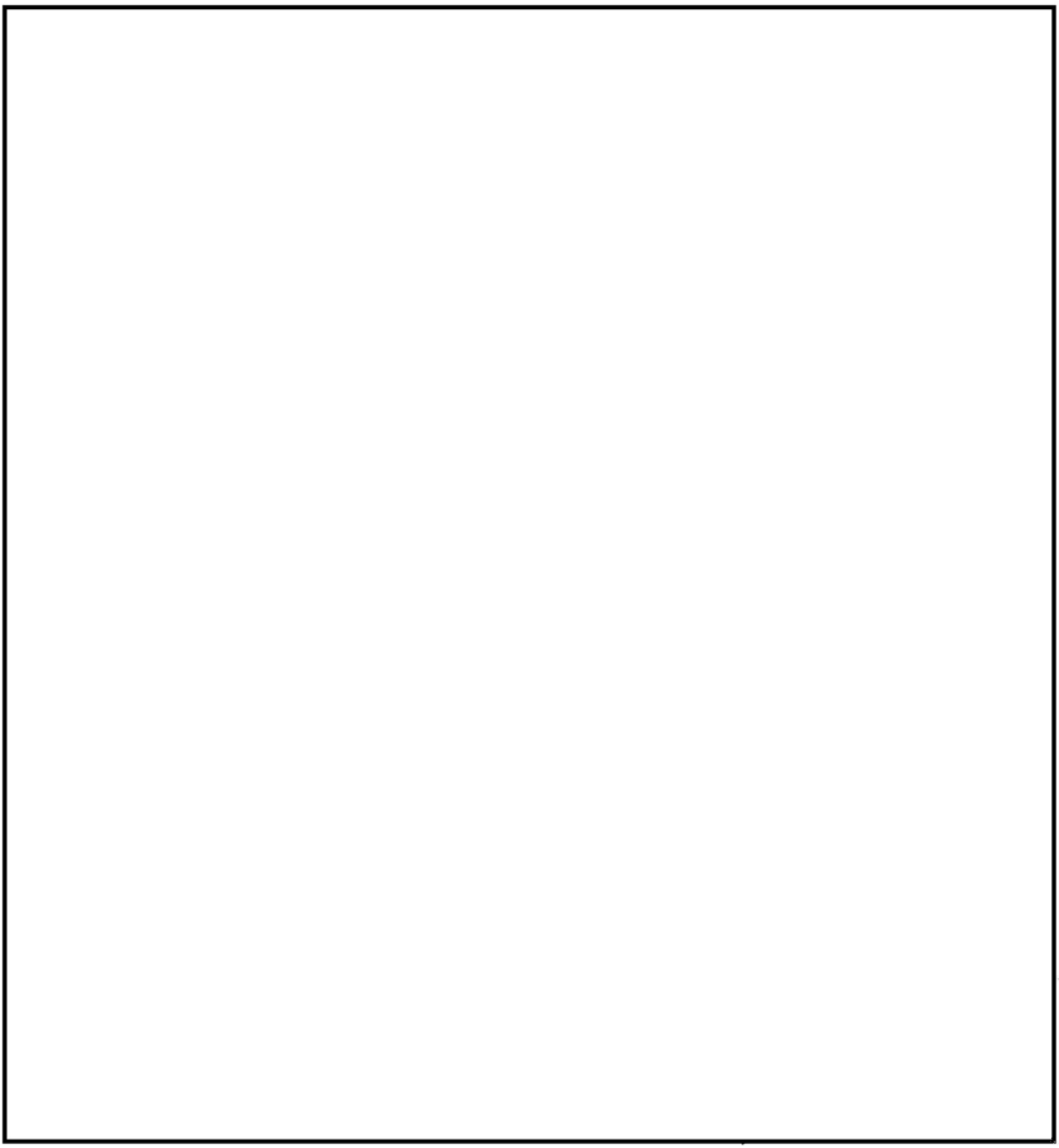
(b) (6)

Release: 2018-13
NSA: 06286

(b)(3)-P.L. 86-36

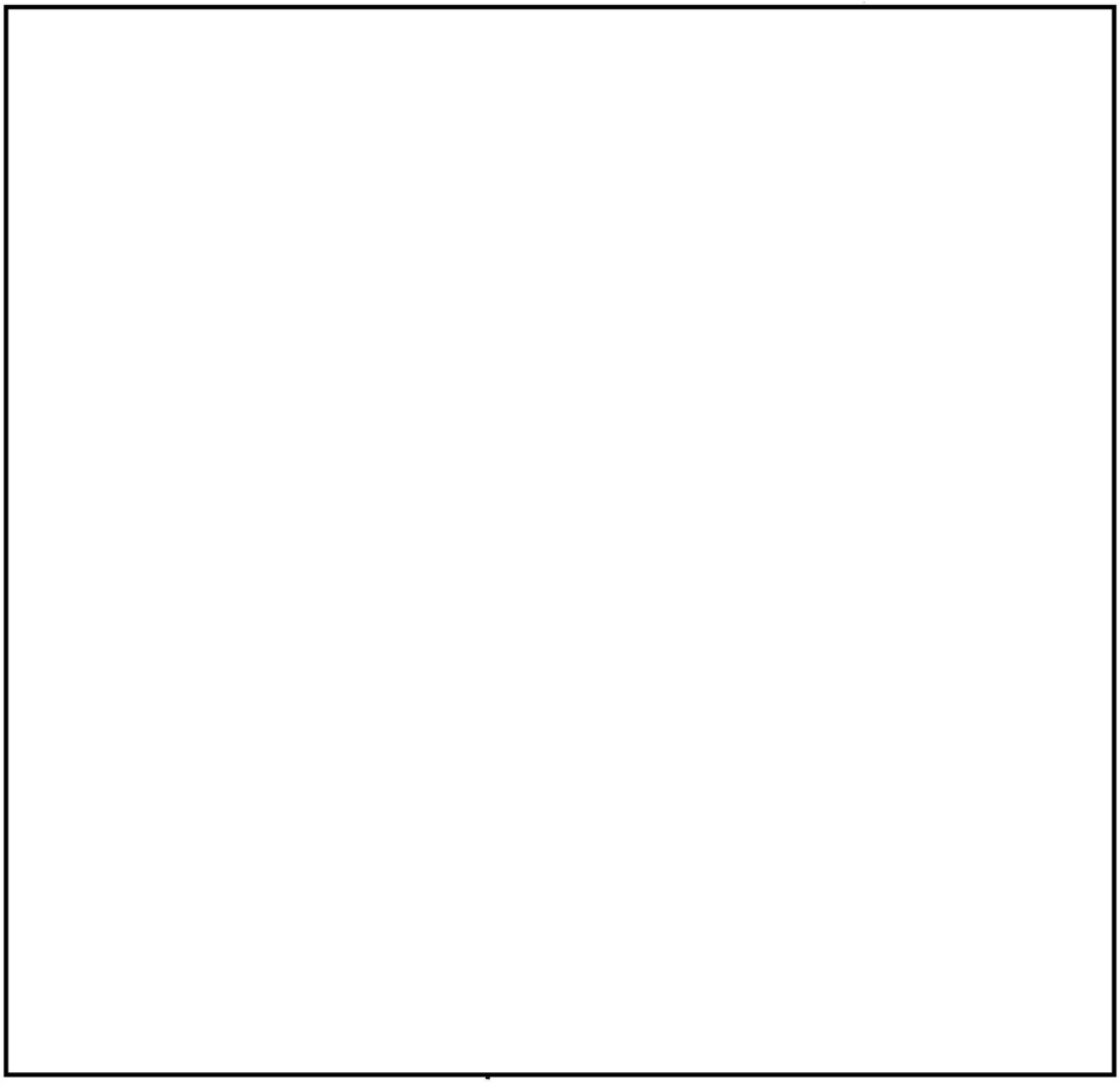


Release: 2018-13
NSA: 06287



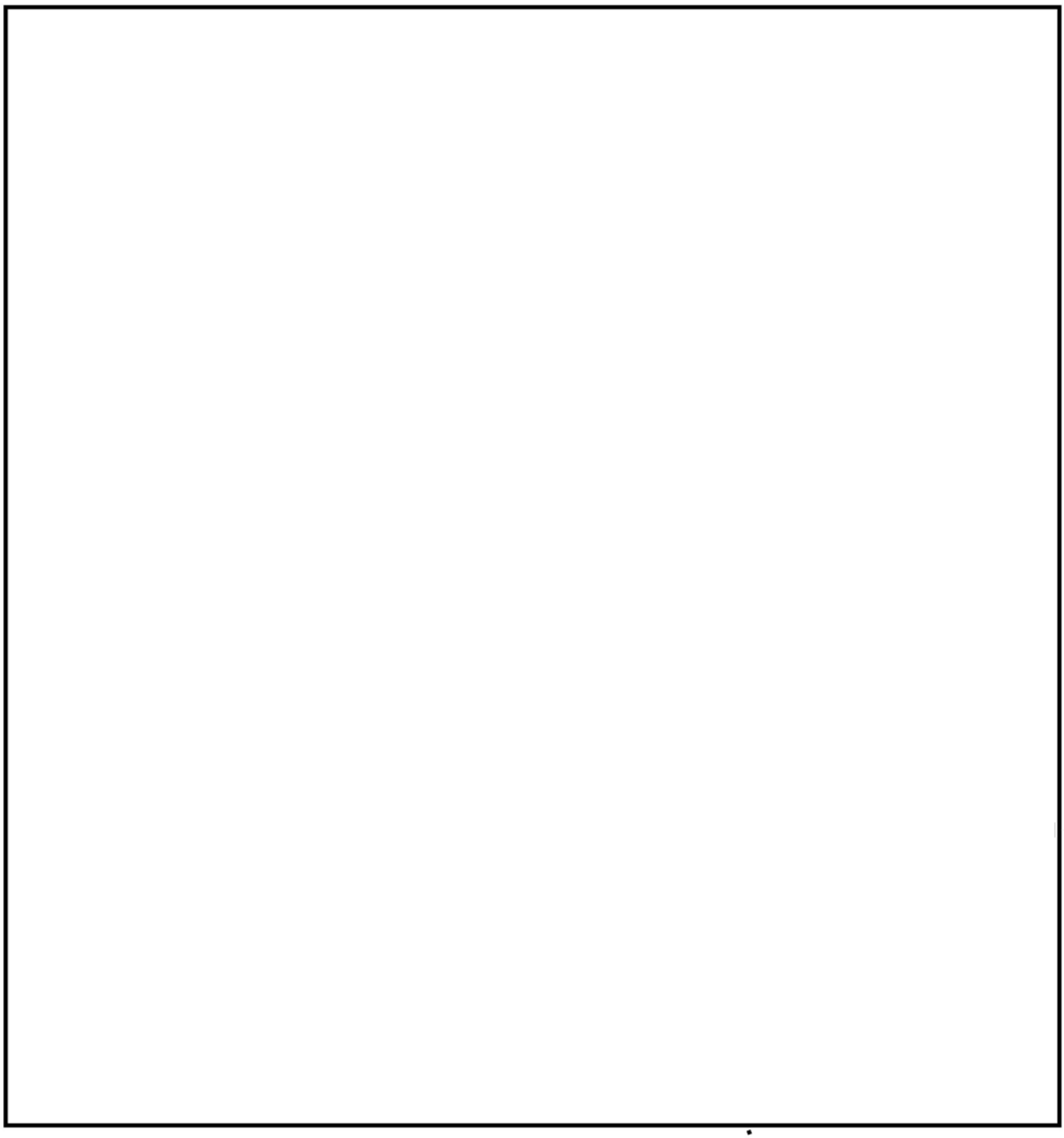
(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06288



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06289



(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06290

(b)(3)-P.L. 86-36

Task Deliverables:

Status/Progress Reporting

The following deliverables shall be provided during the execution of the task:

- Monthly Status Reports
- Funds & Labor-hour Expenditure Reports
- Program Briefings, as required
- Conference Reports, as required
- Program Meeting Minute, as required
- Weekly Status Reports

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06291

(b)(3)-P.L. 86-36
(b)(4)

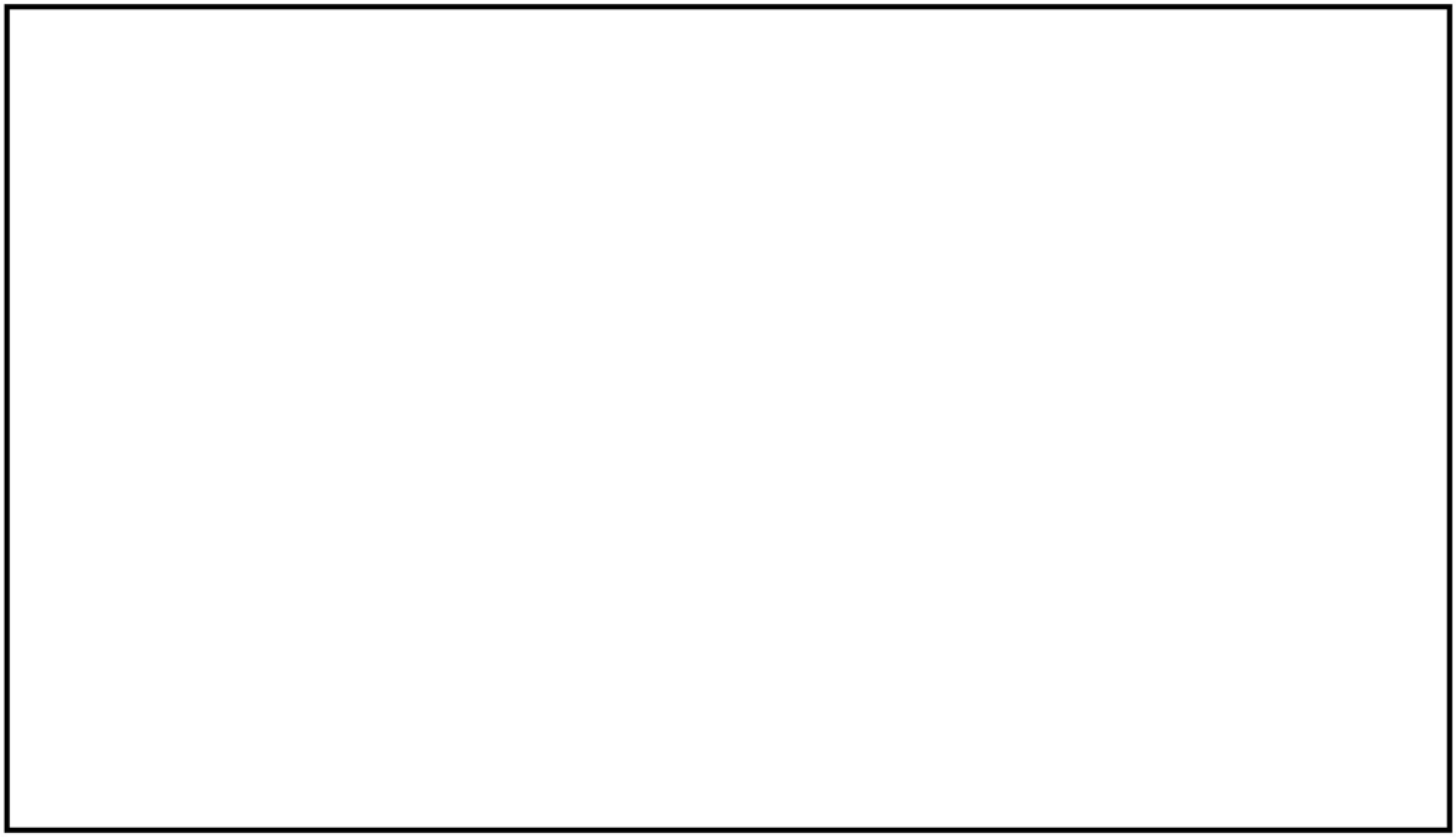
Release: 2018-13
NSA: 06292

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06293

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06294



(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06295

(b)(3)-P.L. 86-36
(b)(4)

Release: 2018-13
NSA: 06296

(b)(3)-P.L. 86-36

Miscellaneous:

Staffing
The contractor shall maintain a staff that is responsive to the needs of the Government. The contractor shall report progress on meeting the staffing needs during the monthly program review.

Government Furnished Equipment (GFE)
For work performed on-site in government facilities, the government shall provide computers; NSANet connectivity and equipment; and NSTS connectivity and equipment.

SCIF Facilities
The contractor shall provide NSA accredited Special Compartmented Information Facility (SCIF) approved for the storage and processing of classified information and designated Special Compartmented Information (SCI). This space is to include office space, furniture, computers, NSANet connectivity, Internet connectivity, telephones (secure and unsecure) and related services to accommodate staffing for the efforts described herein.

Travel/Training
There are not any anticipated travel requirements at this time.

Approving Officials:

1. Contracting Officer's Representative:
   Print Name:
   Date: 1/23/2014
   Org:
2. Contractor's Signature:
   Print Name:
   Date: 2/6/14
   Org:
3. Contracting Officer:
   Print Name:
   Date: 2/6/14
   Org:

(b)(6)

Release: 2018-13
NSA: 06297

(b)(3)-P.L. 86-36
(b)(6)

(U) APPENDIX C:

(U) Email Correspondence between [redacted] and the OIG,

Dated 23 August 2013 through 29 August 2013

Release: 2018-13
NSA: 06298

From: [redacted]
To: [redacted]
Subject: RE: (U) Complaint to the OIG Hotline - Information Requested
Date: Thursday, August 29, 2013 4:24:01 PM

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Her signature block says "for" as in for the [redacted] Office as opposed to "to" the [redacted] Officer. Am happy to have her change it to whatever is appropriate. FYI, [redacted] was [redacted] support for the [redacted] for the past four years and during that time had the same title ("for" the [redacted]

This almost sounds like the complaint is something personal – should I be concerned?

Sincerely,

[redacted]

[redacted]

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Thursday, August 29, 2013 3:32 PM
To: [redacted]
Subject: RE: (U) Complaint to the OIG Hotline - Information Requested

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Thank you for your response to my email below. It appears the complainant is sensitive to the fact that [redacted] signature block refers to her being an "Executive Assistant for," which is very similar to the NSA work role of "Executive Assistant to:" Not sure there is really any issue here in light of what you've provided, but I'll get back to you after I've looked into this. Does her current signature block refer to herself as an Executive Assistant for [redacted] I appreciate the clarification you've provided.

[redacted]

[redacted]

Senior Investigator [redacted]
NSA OIG, Office of Investigations, D14

[redacted]

From: [redacted]
Sent: Friday, August 23, 2013 1:34 PM
To: [redacted]

Subject: RE: (U) Complaint to the OIG Hotline - Information Requested

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b) (6)

Thank you for your note. is an provided under the contract. As an supporting a her primary role is to

She also in support of hosted discussions and Finally, she facilitates responses to Executive-level taskers and formal actions within the as well as cross again in the context of

Please let me know if there is any additional information required in response to the hotline inquiry.

(b) (3)-P.L. 86-36

Sincerely,

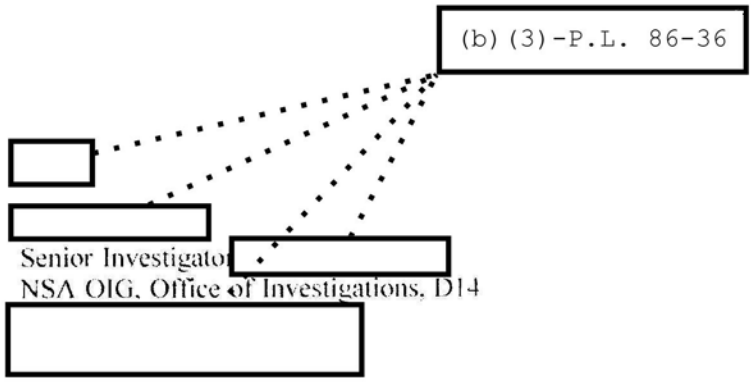
(b) (3)-P.L. 86-36
(b) (6)

From:
Sent: Friday, August 23, 2013 12:52 PM
To:
Subject: (U) Complaint to the OIG Hotline - Information Requested

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

The NSA IG Hotline received a complaint regarding the signature block (attached below) for contractor, formerly assigned to I initially sent this email to who advised me that now works for you in The complainant expressed concern that was performing administrative work that they propose is outside the scope of her contractual responsibilities. Could you please advise of the scope of duties in Thank you in advance.

(b) (3)-P.L. 86-36



Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Doc ID: 6646701

(U) APPENDIX D

(U) Examples of Relevant Emails

Release: 2018-13
NSA: 06302

Emails all came from: [redacted] PST Folder [redacted] : Conference 2011 File

From: [redacted]
Sent: (b) (6) Friday, February 25, 2011 5:14 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) [redacted] - agenda
Follow Up Flag: Follow up
Flag Status: Flagged

(b) (3)-P.L. 86-36

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

[redacted]

Wonderful! We look forward to welcoming all NSA attendees [redacted] and hope you enjoy our training event!

R [redacted]

From: [redacted]
Sent: Friday, February 25, 2011 5:12 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) [redacted] - agenda

(b) (3)-P.L. 86-36
(b) (6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted]

Thank you for calling today and answering ALL of my questions regarding travel for personnel from [redacted] office (NSA).

I am providing the names of people attending the [redacted] as requested:

[redacted] - panel member (representing NSA [redacted]
Title - [redacted] NSA

[redacted] - Deputy [redacted] - NSA (attendee)

[redacted] - Chief [redacted] - NSA (attendee)

[redacted]

[redacted] - Contractor [redacted] support for [redacted] (I know that I don't get travel orders, just wanted to provide you with the info).

Let me know if you need any other info for issuing their 1610's.

[redacted]

I will have [redacted] Bio for you on Monday.

All,

Release: 2018-13
NSA: 06303

Have a great weekend and try not to blow away in all of this wind☺

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

(b) (3)-P.L. 86-36

U//~~FOUO~~

From: [redacted]
Sent: Friday, February 25, 2011 2:45 PM
To: [redacted]
Cc: [redacted]
Subject: FW: (U) [redacted] agenda

(b) (6)

CLASSIFICATION: UNCLASSIFIED

[redacted]:

[redacted] will be calling you about [redacted] from NSA who will be speaking and is fully funded. She is bringing [redacted] her deputy. [redacted] is not a speaker and gets the 1500 offset. They are from NSA please give directions for both speaker and non-speaker as appropriate for NSA attendees.

R, [redacted]

(b) (3)-P.L. 86-36
(b) (6)

From: [redacted]
Sent: Thursday, February 24, 2011 4:19 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) [redacted] agenda

CLASSIFICATION: UNCLASSIFIED

Thank you. I will send your name to [redacted] who will provide the speaker fund-cites to [redacted] who will process [redacted] Invitational Orders.

I do not have the agenda on JWICs so I ask that you please go to the unclassified conference website at [redacted] to view the agenda. Please register [redacted] at this link. Please choose the pay later option if [redacted] is staying just one night. If she is staying 2 nights please pay the registration fee. Her invitational travel orders will authorize repayment of the registration fee and all other travel expenses.

I will reserve a room at the hotel for [redacted] as we have held a block of rooms for speakers. She will need to tender her credit card when I confirm this back to you.

Finally, I need her BIO for our Program Guide quickly. We are going to print next week and want to make sure that she is included.

This should get you started.

Release: 2018-13
NSA: 06304

R/ [redacted]

[redacted]

(b) (6)

From [redacted]
Sent: Thursday, February 24, 2011 8:45 AM
To: [redacted]
Subject: (U) [redacted] agenda

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Good Morning [redacted]

(b) (3)-P.L. 86-36
(b) (6)

I am writing on behalf of [redacted]

She will be sitting on the panel discussion with [redacted] at the [redacted] in March. She is filling in for the [redacted]

I know that you are finalizing some things and was planning to send the agenda then however, we are trying to make her travel arrangements and need at least a draft because she doesn't plan to stay the entire week.

Thank you,

[redacted]

(b) (3)-P.L. 86-36

U//~~FOUO~~

[redacted]

U//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

CLASSIFICATION: UNCLASSIFIED

CLASSIFICATION: UNCLASSIFIED
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

Release: 2018-13
NSA: 06305

From:
Sent: Wednesday, March 02, 2011 11:31 AM
To:
Cc:
Subject: FW: (U) Contractor Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Ladies,

Here is the email string for the attending a conference question. is acting COR in absence. She forwarded the question to her Contracting Specialist and her name is She has requested an answer today so hopefully I provide you a response ASAP.

Thanks.

(b) (3)-P.L. 86-36

From:
Sent: Wednesday, March 02, 2011 10:47 AM
To:
Cc:
Subject: RE: (U) Contractor Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Wanted to see if you had a chance to run down this question; they are needing an answer by today if possible. has a contractor whose custome would like them to attend a conference. If we provided funds can we pay for their conference attendance, time, and travel?

(b) (3)-P.L. 86-36
(b) (6)

(U//~~FOUO~~)

Have a large file for me? Please add it to my Dropbox:

*****This e-mail may contain information protected by the Privacy Act*****

Release: 2018-13
NSA: 06306

From: [redacted]
Sent: Monday, February 28, 2011 5:34 PM
To: [redacted]
Subject: FW: (U) [redacted] Contractor Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I'm throwing this question to you please...

(U//~~FOUO~~)

[redacted]

[redacted] *** New number and location!***

(b)(3)-P.L. 86-36

Have a large file for me? Please add it to my Dropbox:

[redacted]

*****This e-mail may contain information protected by the Privacy Act*****

From: [redacted]
Sent: Monday, February 28, 2011 3:43 PM
To: [redacted]
Subject: (U) [redacted] Contractor Question

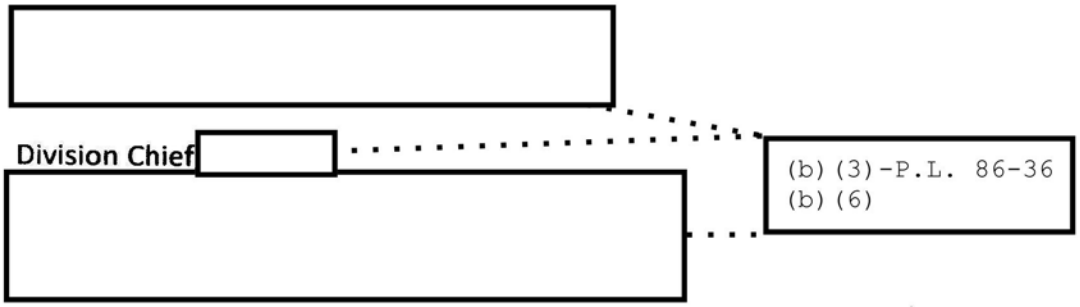
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted]

In [redacted] absence could you please answer a question for me. I have a contractor whose customer would like them to attend a conference. If we provided funds can we pay for their conference attendance, time, and travel? Typically I am on the other side of the question and the answer is always no but I had to ask.

Thanks,

Release: 2018-13
NSA: 06307



Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06308

From:
Sent: Friday, March 04, 2011 8:34 AM
To:
Subject: RE: (U) Conference - attendee information

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Thanks

You have been great.

I will be on the look-out for your email and get it back to you on Monday.

Thanks

U//~~FOUO~~

(b)(3)-P.L. 86-36

(b)(6)

U//~~FOUO~~

From:
Sent: Friday, March 04, 2011 7:18 AM
To:
Cc:
Subject: RE: (U) Conference - attendee information

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

No problem, you're doing great! I wish the other agencies were as responsive! I owe you a Direct Deposit Form and a Travel Voucher which I will send by separate email this weekend. Thanks again,

From:
Sent: Thursday, March 03, 2011 4:29 PM
To:
Cc:
Subject: (U) Conference - attendee information

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06309

(b) (6)

I am sooooo sorry it took so long. In between the day from heck☺, we had to coordinate everything.

I am providing the information you requested for our folks here at NSA:

I am going to break this down by personnel:

(b) (3)-P.L. 86-36
(b) (6)

(b) (3)-P.L. 86-36

Release: 2018-13
NSA: 06310

[redacted]

Please let me know if you have any questions.

Thanks

[redacted]

(b)(3)-P.L. 86-36

U//~~FOUO~~

[redacted]

U//~~FOUO~~

Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

CLASSIFICATION: UNCLASSIFIED~~//FOUO~~

Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06311

From:
Sent: Tuesday, March 08, 2011 4:10 PM
To:
Subject: FW: (U) Contractor Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

See below, response from to There was a follow-on email that included the contract and TTO numbers. I will have to find that one.

Thanks

U//~~FOUO~~

(b)(3)-P.L. 86-36
(b)(6)

(b)(3)-P.L. 86-36

U//~~FOUO~~

From:
Sent: Wednesday, March 02, 2011 3:40 PM
To:
Cc:
Subject: RE: (U) Contractor Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

I have read your justification that supports travel for contractor during the which supplements our earlier discussion. Based on the reasons herein and that does not currently have a Government employee to perform these same task, is approved to travel during the dates specified below in support of the activities during the conference. Please provide me with the contract number and the TTO that supports this request.

Respectfully,

%%%%%%%%%%%%%%%%%

%%%%%%%%%%%%%%%%%

Release: 2018-13
NSA: 06312

(b)(3)-P.L. 86-36
(b)(6)

From:
Sent: Wednesday, March 02, 2011 3:10 PM
To:
Cc:
Subject: FW: (U) Contractor Question

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Per our phonecon, is the supporting the (myself) and the and I will participate at a presentation and round-table discussion along with other from across the ODNI and DoD communities. We are specifically representing the of NSA and the support to us for this event is essential to our preparation and participation. There are no government personnel with the requisite skills to take over for nor is there time to train/familiarize anyone within the one week remaining before the event.

The respectfully requests you reconsider approving to support the for the

Sincerely,

(b)(3)-P.L. 86-36
(b)(6)

From:
Sent: Wednesday, March 02, 2011 2:18 PM
To:
Cc:
Subject: FW: (U) Contractor Question

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Please see the below response from the CO for How would you like to proceed?

Thanks,

Release: 2018-13
NSA: 06313

From:
Sent: Wednesday, March 02, 2011 1:45 PM
To:
Subject: RE: (U) Contractor Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

This travel should be sponsored by the contractor's employer and not the Government. Particularly with today's economic environment I would suggest having a Government person attend the conference with Your request is not approved under the contract.

Respectfully,

(b)(3)-P.L. 86-36

%%%%%%%%%%%%%%%%

%%%%%%%%%%%%%%%%

From
Sent: Wednesday, March 02, 2011 11:39 AM
To:
Cc:
Subject: RE: (U) Contractor Question

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Here is a general description of the conference.

is speaking at the conference and requires support.

Please let me know if you have any further questions. If required I can have give you a call to discuss.

Thanks.

Release: 2018-13
NSA: 06314

From:
Sent: Wednesday, March 02, 2011 10:53 AM
To:
Cc:
Subject: RE: (U) Contractor Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi

Can you provide more details on this conference to and I so we can provide you with an answer?

Thanks,

"Source Selection Information - See FAR 2.101 and FAR 3.104"

(b)(3)-P.L. 86-36

From:
Sent: Wednesday, March 02, 2011 10:47 AM
To:
Cc:
Subject: RE: (U) Contractor Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Wanted to see if you had a chance to run down this question, they are needing an answer by today if possible. has a contractor whose customer would like them to attend a conference. If we provided funds can we pay for their conference attendance, time, and travel?

(U//~~FOUO~~)

(b)(3)-P.L. 86-36
(b)(6)

Have a large file for me? Please add it to my Dropbox:

*****This e-mail may contain information protected by the Privacy Act*****

From:
Sent: Monday, February 28, 2011 5:34 PM
To:
Subject: FW: (U) Contractor Question

Release: 2018-13
NSA: 06315

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I'm throwing this question to you please…

(U//~~FOUO~~)

[redacted]

Have a large file for me? Please add it to my Dropbox:

[redacted] (b)(3)-P.L. 86-36

*****This e-mail may contain information protected by the Privacy Act*****

From [redacted]
Sent: Monday, February 28, 2011 3:43 PM
To: [redacted]
Subject: (U) [redacted] Contractor Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted]

In [redacted] absence could you please answer a question for me. I have a contractor whose customer would like them to attend a conference. If we provided funds can we pay for their conference attendance, time, and travel? Typically I am on the other side of the question and the answer is always no but I had to ask.

Thanks,

[redacted]

Release: 2018-13
NSA: 06316



(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06317

From:
Sent: Wednesday, March 23, 2011 9:44 AM
To:
Subject: RE: (U) Airline ticket for ACTION
Attachments: Travel Voucher pdf

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b) (3)-P.L. 86-36
(b) (6)

Please find attached travel voucher. I scanned it in so it may be hard to read so let me know if I need to fax it to you.
Please let me know if you need anything else.

Thanks,

(b) (6)

U//~~FOUO~~

(b) (3)-P.L. 86-36

U//~~FOUO~~

From:
Sent: Monday, March 21, 2011 9:44 AM
To:
Cc:

Subject: RE: (U) Airline ticket for ACTION

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

Good Morning:

Here are the travel orders the NSA personnel.

Also attached are a blank travel voucher and a sample. Forward these documents to those who are not listed as an addressee above. Upon completion, please scan and email the travel voucher to me with any receipts for items more than $75.00, such as the plane fare and hotel cost. The preparation of the travel voucher can be a bit confusing so feel free to encourage your personnel to contact me if they have any questions.

Thanks

(b) (6)

Release: 2018-13
NSA: 06318

From:
Sent: Friday, March 11, 2011 3:36 PM
To:
Cc:

Subject: RE: (U) Airline ticket for ACTION

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

I just spoke with on the phone – he called me after receiving my message below. He said that they are in the process of figuring out a work-around (as they use also) to having actual ORDERS for all the different agencies' travelers. He said he can assure us that the fund cites are good and that they have funding available for reimbursement. They just have run into a snag with getting actual orders for everyone.

– can you please respond here to confirm our discussion? It appears (below) that our travel office will issue our tickets for us so long as you confirm funding is available.

Thanks,

(b) (6)

From:
Sent: Friday, March 11, 2011 3:32 PM
To:
Cc:

Subject: RE: (U) Airline ticket for ACTION.

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b) (3)-P.L. 86-36

They will, we know where s located.

Thanks,

From:
Sent: Friday, March 11, 2011 3:30 PM
To:
Cc:

Release: 2018-13
NSA: 06319

Subject: RE: (U) Airline ticket for [redacted] - ACTION

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Thanks for the information. [redacted] and I have been talking about these. We will issue the tickets before we get the orders; however, please ensure they are going to provide you funding as you would be traveling without authorization. Thanks ☺

[redacted]

Office Hours: 0830 - 1700

From: [redacted]
Sent: Friday, March 11, 2011 3:22 PM
To: [redacted]
Cc: [redacted]

Subject: RE: (U) Airline ticket for [redacted] - ACTION

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted] (b) (6)

I haven't submitted an RTA because this travel is being reimbursed directly from [redacted] from [redacted] (cc'd here) has been our point of contact. He expected us to have travel orders issued from [redacted] to provide to you, but we haven't seen anything yet. The group of us going to the conference has been in touch with [redacted] (cc'd here also) from the travel office as well. She advised us that we may need to pay for these tickets on our government credit cards.

[redacted] do you have any idea about whether or not our orders will be issued today? Please see the below that I just received from our travel office.

Thanks.

[redacted]

(b) (3)-P.L. 86-36

From: [redacted]
Sent: Friday, March 11, 2011 2:57 PM
Subject: (U) Airline ticket for [redacted] - ACTION
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Please be advised that the airline tickets for your upcoming travel reservations, [redacted] with [redacted] have not been issued todate.

Release: 2018-13
NSA: 06320

A RTA is required to be submitted to the travel office to issue your airline tickets. The [redacted] does not have a RTA for your TDY. Please send your RTA to the travel alias "TRAVEL_OPEN_RTA " or if your unable to email the RTA please fax it to [redacted], so we can have your airline ticket issued.

If you have MILTARY ORDERS, please FAX a copy of your MIL Orders to [redacted]

Questions regarding the reservation should be directed to [redacted] 966-3300s or toll free at [redacted]

[redacted]

(b)(3)-P.L. 86-36

office hours: 0800 - 1630

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06321

Doc ID: 6646701

[redacted] PST Fol' 5
April 11 File

From: [redacted]
Sent: Friday, April 01, 2011 7:45 AM
To: [redacted]
Subject: RE: (U) [redacted] Travel Voucher - [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Thanks [redacted]

[redacted]

U//~~FOUO~~

[redacted] (b) (3)-P.L. 86-36

(b) (6)

U//~~FOUO~~

From: [redacted]
Sent: Thursday, March 31, 2011 5:56 PM
To: [redacted]
Subject: RE: (U) [redacted] Travel Voucher - [redacted]

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

[redacted] The 2006 form is acceptable. In fact, the 2006 form is a better form because it has more space to enter more than one fund cite in block 22. It's fine. [redacted]

[redacted]

From: [redacted]
Sent: Thursday, March 31, 2011 11:10 AM
To: [redacted]
Subject: RE: (U) [redacted] Travel Voucher - [redacted]

(b) (3)-P.L. 86-36
(b) (6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I have finished completing [redacted] travel voucher and am awaiting signature however I have a question:

1 – The travel voucher you sent on yesterday is dated 2006, will they deny it and tell us the form is obsolete? I want to make sure it doesn't get kicked back.

Thanks

[redacted]

Release: 2018-13
NSA: 06322

U//~~FOUO~~

[redacted]

(b) (3)-P.L. 86-36

U//~~FOUO~~

From: [redacted]
Sent: Wednesday, March 30, 2011 2:04 PM
To: [redacted]
Subject: RE: (U) [redacted] Travel Voucher - [redacted]

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

Hey [redacted]

Nice talking to you again. Hope you're doing well in getting back into your routine after the conference. For me it's been one thing after another…

Per our conversation, attached is a travel voucher with Block 22 already populated. Just add the amounts from [redacted] travel orders. Let me know if you need more info. Thanks, [redacted]

[redacted] (b) (6)

From: [redacted]
Sent: Thursday, March 24, 2011 3:21 PM
To: [redacted]
Subject: RE: (U) [redacted] Travel Voucher - [redacted]

(b) (3)-P.L. 86-36
(b) (6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Everything corrected.

Block 19, [redacted] left for [redacted] and then flew back to [redacted] to fly home.

So those are the only meals required for her are [redacted]

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~

Release: 2018-13
NSA: 06323

From:
Sent: Thursday, March 24, 2011 9:13 AM
To:
Subject: RE: (U) Travel Voucher -

(b) (6)

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

Good Morning

Just a few items:

a. Block 15e: Change (this should reflect the room cost minus taxes).
b. Block 18d, Parking fees: Is it really that much?
c. Block 18d, fees: I thought the fee was
d. Block 19: There should be two meals deducted for breakfast and lunch for both days). If left the hotel prior to 9:00, then 1 meal is deducted (breakfast). These are meals that were paid out of the conference fee.

Let me know if you have any questions. Thanks,

From:
Sent: Wednesday, March 23, 2011 9:52 AM
To:
Subject: (U) Travel Voucher -

(b) (3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Please find attached, travel voucher. I scanned it in so it may be hard to read so let me know if I need to fax it to you.
Please let me know if you need anything else.

Thanks,

(b) (3)-P.L. 86-36
(b) (6)

U//~~FOUO~~

U//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06324

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06325

Doc ID: 6646701

(b)(3)-P.L. 86-36
(b)(6)

PSTF file
April file

From:
Sent: Friday, April 01, 2011 8:57 AM
To:
Subject: (U) needs 2 mtgs sked

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Telling/training others in office (what mtgs to schedule)

needs the following 2 meetings for sometime after the

1 – meeting with
Subj:

2 – meeting with
Subj:

Thanks,

(b)(3)-P.L. 86-36

U//~~FOUO~~

U//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06326

Doc ID: 6646701

(b)(3)-P.L. 86-36
(b)(6)

PSI Folder
April File

From:
Sent: Friday, April 01, 2011 10:16 AM
To:
Subject: RE: (U)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Thanks

You too!

U//~~FOUO~~

(b)(3)-P.L. 86-36

U//~~FOUO~~
From:
Sent: Friday, April 01, 2011 9:47 AM
To:
Subject: RE: (U)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

should attend in my absence. Have a great weekend!

Thanks

From:
Sent: Thursday, March 31, 2011 10:13 AM
To:
Subject: RE: (U)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Thanks

Will get back to you in setting this meeting up.

Please let me know who will be the POC in your absence.

Thanks

Release: 2018-13
NSA: 06327

U//~~FOUO~~

[redacted]

U//~~FOUO~~

From: [redacted]
Sent: Thursday, March 31, 2011 10:03 AM
To: [redacted]
Subject: RE: (U) [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

I am not available to attend a meeting today.

(b)(3)-P.L. 86-36

[redacted]

From: [redacted]
Sent: Thursday, March 31, 2011 8:22 AM
To: [redacted]
Subject: RE: (U) [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] and [redacted]

Please let me know if you can meet today at 1300. If this time is not good [redacted] you will have to send someone in your stead when we sked for another day.

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~

From: [redacted]
Sent: Wednesday, March 30, 2011 12:23 PM
To: [redacted]
Subject: RE: (U) [redacted]

Release: 2018-13
NSA: 06328

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] is [redacted] and [redacted] is totally booked for this Friday. Are you both available on tomorrow, 31 March at 1300? [redacted] has a meeting but she may be able to attend in progress.

Thanks

[redacted]

U//~~FOUO~~

[redacted]

(b) (6)

(b) (3)-P.L. 86-36
(b) (6)

U//~~FOUO~~

From: [redacted]
Sent: Wednesday, March 30, 2011 12:17 PM
To: [redacted]
Subject: RE: (U) [redacted]

(b) (3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Sorry [redacted] will be [redacted] I will be here for the rest of this week , Monday and until 12:00 on Tuesday. If you can't fit it in [redacted] calendar [redacted] can take my place.

Sorry

From: [redacted]
Sent: Wednesday, March 30, 2011 12:04 PM
To: [redacted]
Subject: FW: (U) [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Are you available to meet on 8 Apr at 1130 to discuss [redacted] with [redacted] and [redacted] see below.

Thanks

[redacted]

U//~~FOUO~~

[redacted]

Release: 2018-13
NSA: 06329

U//~~FOUO~~

From: [redacted]
Sent: Wednesday, March 30, 2011 10:17 AM
To: [redacted]
Subject: RE: (U) [redacted] application to [redacted] Contracts

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

I am available on 8 April, 1130. I do not know if [redacted] is available.

[redacted]

From: [redacted]
Sent: Wednesday, March 30, 2011 9:36 AM
To: [redacted]
Subject: RE: (U) [redacted] application to [redacted] Contracts

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

She is on leave 4-5 Apr. I tried to find time this week because it seemed urgent that you meet right away.

In saying that, she is booked all day on 6 Apr and 7 Apr.

What about 8 Apr at 1130?

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~

From: [redacted]
Sent: Wednesday, March 30, 2011 9:11 AM
To: [redacted]
Subject: RE: (U) [redacted] application to [redacted] Contracts

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Sorry, my calendar is booked for Friday. I am available on:
April 4 between 0900 and 1200
April 5 between 1200 and 1400

Release: 2018-13
NSA: 06330

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, March 29, 2011 3:20 PM
To: [redacted]
Subject: FW: (U) [redacted] application to [redacted] Contracts

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Are you available at 1230 on Friday, 1 April?

Thanks,

(b)(3)-P.L. 86-36

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(b)(3)-P.L. 86-36
(b)(6)

From: [redacted]
Sent: Tuesday, March 29, 2011 1:50 PM
To: [redacted]
Cc: [redacted]

[redacted]

Subject: RE: (U) [redacted] application to [redacted] Contracts

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Thank you for your response. I would like to meet with you at your earliest convenience to discuss this issue as I don't believe [redacted] contracts. There needs to be additional criteria over and above policy to ensure we are [redacted] efficiently, not wasting money on data/documents that are not value added

Will ask [redacted] to schedule 30 minutes asap

Sincerely,

[redacted]

Release: 2018-13
NSA: 06331

(b)(3)-P.L. 86-36
(b)(6)

From:
Sent: Tuesday, March 29, 2011 10:36 AM
To:
Cc:

Subject: RE: (U) application to Contracts

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

description of when is required is accurate –

With respect the referenced contracts, my understanding is:

notified me on November 4, 2010 that the contract type was modified:

I have not received an email on this contract.

I responded to the email that is required. I am currently awaiting a reply to my March 11 email on the status of this contract's AS.

From the Policy Manual (page D1-2, NSA/CSS Policy Manual 8-6):

(U//~~FOUO~~)

Release: 2018-13
NSA: 06332

[redacted]

With respect to [redacted] states that [redacted] is required on these efforts:

[redacted]

[redacted]

[redacted]

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Monday, March 28, 2011 6:05 PM
To: [redacted]
Cc: [redacted]

[redacted]

Subject: RE: (U) [redacted] application to [redacted] Contracts

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

Apologize for not responding sooner – was out of the office last Thursday and Friday. I no longer have management responsibilities for the implementation and oversight of [redacted] Unfortunately, I am not familiar with the contract actions you listed below so I will have to rely solely upon what the current policy states - [redacted] I would strongly recommend submitting a waiver for these efforts – the process is fairly easy and straight forward.

I would be happy to follow up with you regarding [redacted] at your convenience.

Hope this helps

v/r

[redacted]

[redacted]

Release: 2018-13
NSA: 06333

(b)(3)-P.L. 86-36
(b)(6)

From:
Sent: Thursday, March 24, 2011 1:08 PM
To:
Cc:

Subject: (U) application to Contracts

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

Would appreciate your input regarding application to contracts. A prompt response is appreciated to facilitate I also would like to have a follow-up conversation re as time permits.

Sincerely,

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06334

Doc ID: 6646701

[redacted] PS - folder
Apr 11 file

From: [redacted]
Sent: Friday, April 01, 2011 10:55 AM
To: [redacted]
Cc:
Subject: RE: (U) Date/Time: [redacted] Prep for DDIR [redacted]

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Already have the LAO conference room but was waiting to send the invite until I got with [redacted]

Will be out shortly.

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

U//~~FOUO~~

From: [redacted]
Sent: Thursday, March 31, 2011 7:15 PM
To: [redacted]
Cc:
Subject: (U) Date/Time: [redacted] Prep for DDIR [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

[redacted] Prep for DDIR [redacted] - I see the placeholder on 0830 next Thursday . .. now that the [redacted] is set . . .
will the formal invite for the [redacted] Prep mtg be sent out soon?
Can we get LAO conf room or room nearby? (Just a reminder .. .it is for all [redacted]

[redacted]

Thanks a lot!

[redacted]

(U//~~FOUO~~) [redacted]
(U) [redacted]
(U)
(U)
(U)

For large files, please use the drop box: [redacted]

Release: 2018-13
NSA: 06335

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06336

Doc ID: 6646701

(b) (3)-P.L. 86-36
(b) (6)

PST Folder
Apr 11 file

From:
Sent: Friday, April 01, 2011 1:25 PM
To:
Cc:
Subject: FW: (U) FW: NGA Honorary Civilian Service Award Ceremony
Attachments: NGA Honorary Civilian Service Award Ceremony

Training others in the office

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

There has been a time change for the NGA award ceremony on 7 Apr. It now starts on 7 Apr and it is basically 1st come/1st served seating. So, to ensure you and have a seat, you should leave NLT 1130 or right after the
It is being held at the Roberdeau Hall Auditorium in Bethesda.

(b) (3)-P.L. 86-36

So you think you should reserve a gov car for you guys? I don't believe I can do it or I would submit something.

You won't need to provide any information to get in because you both have IC badges.

I have attached the email that was sent. I asked if they had an agenda but he can't seem to get one from them..

Thanks,

U//~~FOUO~~

U//~~FOUO~~
From:
Sent: Friday, April 01, 2011 10:36 AM
To:
Subject: (U) FW: NGA Honorary Civilian Service Award Ceremony

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

FYI....

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06337

Doc ID: 6646701

(b) (3)-P.L. 86-36
(b) (6)

PST Folder
April file

From:
Sent: Friday, April 01, 2011 1:27 PM
To:
Subject: (U) Successin Planning location on share drive

Training Cities in the Office

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

The succession planning document is located:

Thanks,

(b) (3)-P.L. 86-36

U//~~FOUO~~

U//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06338

[redacted] PST Hold - April 11 file

From: [redacted]
Sent: Friday, April 01, 2011 1:41 PM
To: [redacted]
Subject: RE: (U) Brainstorming session with [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

You need to just stop hatin!!! Although I was embarrassed for them that last game.

But it's ok because Wake was NOOOOWHERE in the picture. What happened to them this year?

Oh and FYI, [redacted] tried his hardest to get you out of the 1400 meeting but.....uh.....NO!!

I will not be an accessory to you all's drunken fest....oh my bad..... "company meeting"... yeah right.

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Friday, April 01, 2011 1:33 PM
To: [redacted]
Subject: RE: (U) Brainstorming session with [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Duke stinks.

(b)(3)-P.L. 86-36
(b)(6)

U//~~FOUO~~

[redacted]

From: [redacted]
Sent: Friday, April 01, 2011 11:10 AM
To: [redacted]
Subject: (U) Brainstorming session with [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

The Brainstorming session is still on for today at 1400.
Please let anyone else know that is not on this email.

Release: 2018-13
NSA: 06339

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

U//~~FOUO~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06340

(b) (3)-P.L. 86-36
(b) (6)

PST fold - April file

From:
Sent: Friday, April 01, 2011 2:49 PM
To:
Cc:
Subject: RE: (U) Change to April [redacted] Meeting Date

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] will probably attend at 1030. I will have to confirm whether she wants to move her 1100.

Thanks,

[redacted] (b) (3)-P.L. 86-36

U//~~FOUO~~

[redacted]

U//~~FOUO~~

From: [redacted]
Sent: Friday, April 01, 2011 2:34 PM
To: [redacted]
Cc:
Subject: RE: (U) Change to April [redacted] Meeting Date

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

I'm sorry. Didn't intend to mess up anyone's calendar. Maybe she can come at 1030.

U//~~FOUO~~

[redacted]

U//~~FOUO~~

From: [redacted]
Sent: Friday, April 01, 2011 2:32 PM
To: [redacted]
Cc:
Subject: RE: (U) Change to April [redacted] Meeting Date

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06341

has a standing meeting with and other seniors from 0930 – 1030 every Thursday and is on leave. Will check with to see if she can send someone else.

Thanks,

(b) (3)-P.L. 86-36
(b) (6)

U//~~FOUO~~

(b) (3)-P.L. 86-36

U//~~FOUO~~

From:
Sent: Friday, April 01, 2011 1:54 PM
To:
Cc:
Subject: (U) Change to April Meeting Date

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

There has been a change to the schedule for the April Meeting.
The 25 April meeting has been moved to 28 April. Date and time for the two April meetings are below.

26 April - 1500-1630
28 April - 1000-1200 (new date and time)

Please mark your calendars accordingly.
If you have any questions, please contact me.

U//~~FOUO~~

U//~~FOUO~~

From:
Sent: Monday, March 28, 2011 1:21 PM
To:
Cc:
Subject: (U) Calendar Appointments - Additional Meeting & Offsite Date

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06342

An additional [redacted] Meeting has been scheduled for April. This was required to accommodate the time needed for the Program Build Briefings, offsite and requirements process actions, and other agenda items. Date and time for both April meetings are below.

25 April - 1300-1500, [redacted]
26 April - 1500-1630,

The next [redacted] Offsite has been scheduled for **27 October** at the [redacted] This will be from 0800 to 1600.

Please mark your calendars accordingly.

Thanks!

[redacted]

(b) (3)-P.L. 86-36

U//~~FOUO~~

[redacted]

U//~~FOUO~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06343

Doc ID: 6646701

[redacted] PST Older
Apr 11 file

From: [redacted]
Sent: Friday, April 01, 2011 2:59 PM
To: [redacted]
Subject: //DISREGARD// FW: (U) FW [redacted] discussion with [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I tried calling. Please disregard the email I sent below.

Thanks

[redacted] (b)(3)-P.L. 86-36

U//~~FOUO~~

[redacted]

U//~~FOUO~~
From: [redacted]
Sent: Friday, April 01, 2011 1:50 PM
To: [redacted]
Subject: (U) FW [redacted] discussion with [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hey [redacted]

(b)(3)-P.L. 86-36
(b)(6)

I sent this to [redacted] didn't realize she was out.

[redacted] is supposed to attend the [redacted] meeting at the Pentagon with the [redacted] and of course, it is at the same time [redacted] wants to hold the" Mission Essential Personnel" meeting. Can anyone else attend [redacted] mtg on her behalf?

Thanks

[redacted]

U//~~FOUO~~

[redacted]

Release: 2018-13
NSA: 06344

Release: 2018-13
NSA: 06345

From:
Sent: Friday, April 01, 2011 5:14 PM
To:
Cc:
Subject: RE: (U) Request for help - Seminar

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Sent on behalf of

(b) (3)-P.L. 86-36
(b) (6)

will represent for the

V/r,

U//~~FOUO~~

U//~~FOUO~~

(b) (3)-P.L. 86-36

From:
Sent: Thursday, March 31, 2011 1:35 PM
To:
Cc:
Subject: FW: (U) Request for help - Seminar

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

All-

Please see note below. Would each please send me the name of their rep so I can provide to The rep must either be you, a or the Chief of the The time commitment is outlined in email.

Please provide a name by COB tomorrow.

Release: 2018-13
NSA: 06346

Thanks,

[redacted]

[redacted]

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Tuesday, March 08, 2011 12:04 PM
To: [redacted]
Subject: (U) Request for Help - [redacted] Seminar

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

You probably heard one of [redacted] Seminar projects was to [redacted]

[redacted]

require the time of [redacted] experts who would commit to 5 sessions; each session around 2 hours long. So we're looking for [redacted] or [redacted] familiar with [redacted] Can you help. I'm trying to meet [redacted] expectations and give the group members a good learning experience.

Thanks,

[redacted]

[redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06347

Release: 2018-13
NSA: 06348

Doc ID: 6646701

[redacted] PST folder
Apr 11 file

From: [redacted]
Sent: Friday, April 01, 2011 5:15 PM
To: [redacted]
Subject: FW: (U) Request for help - [redacted] Seminar

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] apologizes but feel you are the best person to represent [redacted] for the tasking below.

Something about owing you another trip [redacted] ☺

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(b)(3)-P.L. 86-36
(b)(6)

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Thursday, March 31, 2011 1:35 PM
To: [redacted]
Cc: [redacted]
Subject: FW: (U) Request for help - [redacted] Seminar

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

All-

Please see [redacted] note below. Would each [redacted] please send me the name of their rep so I can provide to [redacted] The rep must either be you, a [redacted] or the Chief of [redacted] The time commitment is outlined in [redacted] email.

Please provide a name by COB tomorrow.

Thanks,

Release: 2018-13
NSA: 06349

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, March 08, 2011 12:04 PM
To: [redacted]
Subject: (U) Request for help [redacted] Seminar

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

[redacted]

You probably heard one of [redacted] Seminar projects was to [redacted]

[redacted]

require the time of [redacted] experts who would commit to 5 sessions; each session around 2 hours long. So we're looking for [redacted] or [redacted] familiar with [redacted]. Can you help. I'm trying to meet [redacted] expectations and give the group members a good learning experience.

Thanks,

[redacted]

[redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06350

Doc ID: 6646701

[redacted] T Folder
Apr 11 file

From: [redacted]
Sent: Friday, April 01, 2011 6:21 PM
To: [redacted]
Cc: [redacted]

Subject: RE: (U) Mtg w/ [redacted] and [redacted] Large Contract Review
Attachments: Contract Deep Dive.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I have attached information the [redacted] sent to the companies for [redacted] review. She sent the email to the respective company along with the template.

The first deep dive starts on Thursday and [redacted] is out Mon/Tues and is booked Wed/Thurs. Will touch basis with you on Monday.

Thanks,

[redacted]

(b) (3)-P.L. 86-36
(b) (6)

(b) (3)-P.L. 86-36

U//~~FOUO~~

[redacted]

U//~~FOUO~~

From: [redacted]
Sent: Thursday, March 31, 2011 4:17 PM
To: [redacted]
Cc: [redacted]
Subject: (U) Mtg w/ [redacted] and [redacted] Large Contract Review

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

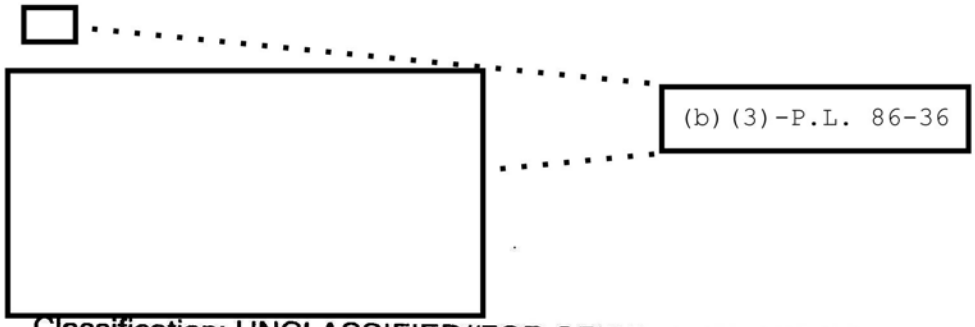
[redacted]

[redacted] is interested in a prep session with [redacted] to get a general sense for what will happen at the upcoming [redacted] sponsored large contract reviews [redacted] contracts). She'd like to get [redacted] perspective on what will occur, and what might result from the discussions.

Can you work with [redacted] to set up a one hour session prior to the first review?

[redacted] and I would be optional attendees.

Release: 2018-13
NSA: 06351



Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06352

Doc ID: 6646701

[redacted] PST folder
Apr 11 file

From: [redacted]
Sent: Friday, April 01, 2011 6:39 PM
To: [redacted]
Cc:
Subject: RE: (U) HOT - Please Read [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] (b) (3)-P.L. 86-36

The only thing I can tell you [redacted] Sorry.

Thanks for getting back to me right away and I will let [redacted] know you are offering assistance if needed.

Have a good weekend,

[redacted]

U//~~FOUO~~

[redacted] (b) (6)

(b) (3)-P.L. 86-36
(b) (6)

U//~~FOUO~~

From: [redacted]
Sent: Friday, April 01, 2011 5:51 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) HOT - Please Read - [redacted]

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

[redacted]

This is distressing news. Could you please tell me wha [redacted] was? I understand that you don't have the other person's name but by chance, can you recall what the other person looked like? Perhaps we can figure it out. At first glance, it sounds like it may have possibility been the [redacted]

I will inform [redacted] our event planners, who can speak to the hotel about this situation as they negotiated the hotel contract. If we can provide assistance in this situation, we certainly try to do so. Please express my sincere regrets to [redacted]

R, [redacted]

Release: 2018-13
NSA: 06353

From: [redacted]
Sent: Friday, April 01, 2011 5:40 PM
To: [redacted]
Subject: (U) HOT - Please Read - [redacted]

(b) (6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

(b) (3)-P.L. 86-36
(b) (6)

I am sending this on behalf of [redacted]

She let me know that [redacted] on Wednesday while we were downstairs at the conference. She is going to contact the hotel.

FYI, while I was at the conference, I ran into another lady who told me [redacted] on Wednesday as well. I don't know the lady's name, sorry.

Not sure if you have received more complaints what I wanted to make your aware.

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

(b) (3)-P.L. 86-36

U//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06354

Doc ID: 6646701

[redacted] PST Folder
Apr 11. file

From: [redacted]
Sent: Friday, April 01, 2011 6:52 PM
To: [redacted]
Cc:
Subject: RE: (U) Meeting Request

(b) (3)-P.L. 86-36
(b) (6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Are you available anytime between 1000 – 1130 on 20 April? Pick you time☺

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

(b) (3)-P.L. 86-36

U//~~FOUO~~

From: [redacted]
Sent: Thursday, March 31, 2011 3:57 PM
To: [redacted]
Cc:
Subject: (U) Meeting Request

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

I need to get on [redacted] calendar for an [redacted] brief to her as the [redacted] preferably on 20 April. Which of you ladies would like to respond?

[redacted]

(U//~~FOUO~~)

[redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06355

Doc ID: 6646701

(b) (3)-P.L. 86-36
(b) (6)

PST Folder
April file

From:
Sent: Wednesday, April 06, 2011 3:14 PM
To:
Subject: FW: (U)
Attachments: nvite.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Yellow Category

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

U//~~FOUO~~

(b) (6)

(b) (3)-P.L. 86-36

U//~~FOUO~~

From:
Sent: Wednesday, April 06, 2011 2:20 PM
To:
Subject: (U)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Invitation is attached, and we look forward to

Many thanks

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06356

Doc ID: 6646701

(b) (3)-P.L. 86-36
(b) (6)

PST folder
April 11 file

From:
Sent: Wednesday, April 06, 2011 3:30 PM
To:
Subject: FW: (U)
Attachments: invite.pdf

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

For the calendar~

(b) (6)

From:
Sent: Wednesday, April 06, 2011 2:20 PM
To:
Subject: (U)

(b) (3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Invitation is attached, and we look forward to

Many thanks

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06357

Doc ID: 6646701

(b) (3)-P.L. 86-36
(b) (6)

PST folder April 11 file

From:
Sent: Friday, April 08, 2011 12:15 PM
To:
Cc:
Subject: RE: (U) - Ready for Signature
Attachments: Signature v2.pdf

~~Classification: TOP SECRET//COMINT//NOFORN~~ UNCLASSIFIED//FOR OFFICIAL USE ONLY

Signed~

ATTACHMENTS REMOVED

From:
Sent: Friday, April 08, 2011 10:00 AM
To:
Cc:
Subject: FW: (U) - Ready for Signature.

~~Classification: TOP SECRET//COMINT//NOFORN~~ U//FOUO

(b) (3)-P.L. 86-36

Please sign SPF and return to Registry. I have hard copy of for your review.

Thanks

~~U//FOUO~~

U//FOUO

From
Sent: Thursday, April 07, 2011 3:48 PM
To:
Cc:
Subject: (U) Ready for Signature

~~Classification: TOP SECRET//COMINT//NOFORN~~ U//FOUO

Registry,

The has been reviewed, comments adjudicated, and is ready to be staffed for signature. I've attached the

Release: 2018-13
NSA: 06358

[redacted] will hand-carry the hardcopy to [redacted] for [redacted] signature. Upon obtaining the [redacted] signature on the hardcopy, we will then pdf the signed document and return (via email) to the [redacted] Registry to staff for [redacted] signatures.

Please contact me or [redacted] if you have any questions.

V/R

[redacted]

(b)(3)-P.L. 86-36

[redacted]

~~Derived From: NSA/CSSM 1-52~~
~~Dated: 20070108~~
~~Declassify On: 20650301~~

~~Classification: TOP SECRET//COMINT//NOFORN~~

U//FOUO

Release: 2018-13
NSA: 06359

[redacted] PST Folder
Apr 11 File

From: [redacted]
Sent: Monday, April 11, 2011 9:06 AM
To: [redacted]
Subject: FW: (U) Operational Interview Availability

Follow Up Flag: Follow up
Flag Status: Flagged

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

(b)(3)-P.L. 86-36
(b)(6)

U//~~FOUO~~

From: [redacted]
Sent: Monday, April 11, 2011 8:21 AM
To: [redacted]
Cc: [redacted]
Subject: (U) Operational Interview Availability

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Good Morning,

At your earliest convenience, please provide me your availability for **18-29 April** for an Operational Interview with the applicant(s) listed below. You can also provide me with access to your Outlook calendar to minimize these e-mails in the future.

[redacted]

(b)(6)

All interviews will be conducted at [redacted] unless you indicate otherwise. If you will require a parking pass for your visit, please let me know.

Thanks!

[redacted]

Release: 2018-13
NSA: 06360

(U//~~FOUO~~)

[redacted] (b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06361

Doc ID: 6646701

[redacted] PST Folder
Apr 11 File

From: [redacted]
Sent: Tuesday, April 12, 2011 12:52 PM
To: [redacted]
Subject: FW: (U) CALENDAR ITEM: Thursday, 14 April 2011 - [redacted] Requirements

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Please double-book me!

[redacted] (b) (3)-P.L. 86-36 (b) (3)-P.L. 86-36 (b) (6)

From: [redacted]
Sent: Tuesday, April 12, 2011 10:26 AM
To: [redacted]
Cc: [redacted]
Subject: (U) CALENDAR ITEM: Thursday, 14 April 2011 - [redacted] Requirements

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Good Morning,

A meeting to discuss [redacted] is scheduled as follows:

DATE: Thursday, 14 April 2011
TIME: 1330-1430
ROOM: [redacted] conference room
ATTENDEES: **(Mandatory)** – [redacted]

Other invitees are: [redacted]

AGENDA: **Confirm** [redacted]

Determine [redacted] **Determine** [redacted] has not been addressed, and what is required to address it, and **Discuss** any other barriers to proceeding with the [redacted] date.

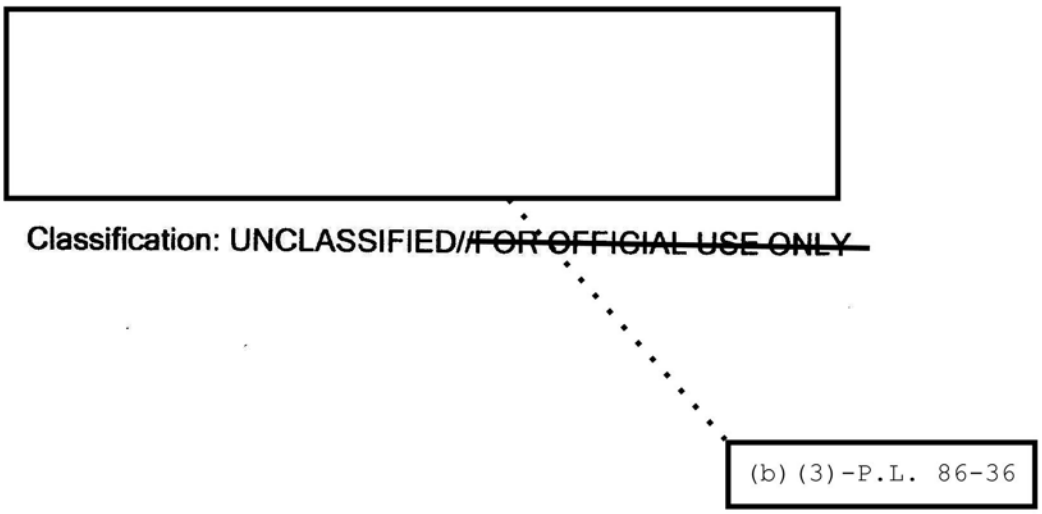
Please confirm your attendance.

Office Manager's /Execs – please confirm your principals attendance.

Thank you.

[redacted]

Release: 2018-13
NSA: 06362



Release: 2018-13
NSA: 06363

(b) (3)-P.L. 86-36
(b) (6)

P1 Folder
April File

From:
Sent: Wednesday, April 13, 2011 11:39 AM
To:
Subject: RE: (U) Discussion

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

That will work. Thanks.

From:
Sent: Wednesday, April 13, 2011 11:36 AM
To:
Subject: RE: (U) Discussion

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b) (3)-P.L. 86-36

Are you able to meet on Thursday, 21 April at 1700?

Thanks

U//~~FOUO~~

Release: 2018-13
NSA: 06364

~~U//FOUO~~

From: [redacted]
Sent: Wednesday, April 13, 2011 11:25 AM
To: [redacted]
Subject: (U) Discussion

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I would like to meet with [redacted] for private discussions for about 15-20 mins within the next week. Can you place me on her calendar?

Thanks, [redacted]

(b)(3)-P.L. 86-36

[redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06365

Apr 11 update

From:
Sent: Sunday, April 17, 2011 12:16 PM
To:
Cc:
Subject: RE: (U) Addressing
Importance: High

~~Classification: CONFIDENTIAL//REL TO USA, AUS, CAN, GBR, NZL~~ UNCLASSIFIED//FOR OFFICIAL USE ONLY

ORIGINAL CLASSIFIED: EMAIL REMOVED

Agree – will have coordinate 30 minutes on calendar Monday/Tuesday slides need to be out of the building Tuesday COB

Sincerely,

(b) (3)-P.L. 86-36
(b) (6)

From
Sent: Thursday, April 14, 2011 5:18 PM
To:
Cc:
Subject: RE: (U) Addressing

(b) (3)-P.L. 86-36

~~Classification: CONFIDENTIAL//REL TO USA, AUS, CAN, GBR, NZL~~ UNCLASSIFIED

and I discussed. We think perhaps we should talk with you and on how to proceed before we task out our (both) folks.
What do you think?

Doc ID: 6646701

[redacted] PST Holder
April file

From: [redacted]
Sent: Sunday, April 17, 2011 12:21 PM
To: [redacted]
Subject: FW: (U) [redacted]
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Ladies,

Would appreciate your assistance rescheduling.

Sincerely,

[redacted] tasking

All three functioning as CIV. Staffers

[redacted]

[redacted] (b)(3)-P.L. 86-36 (b)(6)

[redacted]

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Friday, April 15, 2011 3:01 PM
To: [redacted]

Cc: [redacted]
Subject: (U) [redacted]
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

All,
This is to inform you that you are enrolled in:

Designator: [redacted]
Title: [redacted]
Dates: [redacted]
Time: 0800-1600
Location: [redacted]

(b)(6)

You may have received the following email notice (fm the previous Facilitator, [redacted] about the date change. If you cannot attend, there is another [redacted] scheduled for 11-14JUL2011 (also [redacted] **If you wish to attend the JUL2011 class , please let me know as soon as possible as there is very few slots available.**

Release: 2018-13
NSA: 06367

[redacted]

(b)(3)-P.L. 86-36

For students still wishing to attend the upcoming May 2011 class, please read all below:

STUDENTS & ADJUNCT EMERGENCY CONTACT PHONE NUMBERS: 968-6910(s) [redacted] Callers should know the student's course designator and building /room number. These are the numbers you can leave with your office/family in the event someone would need to contact you during the class.

Attendance Policy: The National Cryptologic School policy states that students who expect to be late for class MUST notify the course POC in E5 on **968-6910 or** [redacted] as soon as possible, but no later than 0830 on the day of class. In addition, students who must take leave should arrange to have their supervisors notify the POC on the numbers listed above. If we have not received notification by 0900, we must begin action to attempt to locate the student by calling his/her supervisor. **You must attend at least 80% of the class to receive full credit.**

MILITARY PERSONNEL: While attending NCS classes at [redacted] military uniforms must be worn.

HAZARDOUS WEATHER/OPTERATIONG STATUS: Announcements about NSA's operating status will be available ONLY through the recorded message at [redacted] for hearing impaired employees. Te following link provides the Agency's policy for weather and other closures.

[redacted]

The NCS policy for courses that are delayed or cancelled states: Code Yellow: Delayed opening - One-day classes (whether full-day or half-day) are canceled. Students should report to their regular work assignment in accordance with NSAW's delayed opening procedures. Students will be notified of the rescheduled date. Multiple-day classes will be held according to NSAW's delayed opening procedures (i.e., one hour delay, two hour delay, etc.).

REPORTING TO CLASS: Classrooms will be open 30 minutes before the start of the class. If you should arrive early, you can visit the Knowledge Café located on the first floor in the main corridor where you can purchase coffee, donuts, etc.

SPECIAL NEEDS: If you have special needs/disability, please contact the NCS Disability Affairs Advisory Board for assistance. The link for the DAAB is:

[redacted]

FOR EXTENDED ENTERPRISE PERSONNEL: Before leaving your duty station please contact the course POC above to verify that the course will be held as scheduled.

LOCAL TRAVEL – Requests for Local Travel must be approved and funded by your Directorate. Please contact the appropriate office within your Directorate for a Local Travel fund site for reimbursement.

Release: 2018-13
NSA: 06368

PARKING: Parking at the FANX complex is EXTREMEMLY limited, and we are encouraging all students to plan ahead for parking contingencies. Consider using the [redacted] for commuting between Ft.Meade and FANX when attending training courses scheduled at the NCS FANX buildings. The bus schedule can be found by accessing:

[redacted]

If you choose to drive, please plan on parking in the overflow parking lot (across from [redacted]

The FANX parking lot shuttles run in a continuous loop. This convenient shuttle service makes stops at the overflow parking, the [redacted] bus stop and the [redacted] providing users quick and easy access to their vehicles throughout the day.
Shuttle Schedule:

[redacted]

Rgds,

[redacted]

(b)(3)-P.L. 86-36

(U//FOUO)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06369

[redacted] 1ST Doc 2
April 11 file

From: [redacted]
Sent: Tuesday, April 19, 2011 8:31 AM
To: [redacted]
Subject: RE: (U) [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

(b)(3)-P.L. 86-36
(b)(6)

Can you forward the meeting invite...the attachment could not be opened...

R/ [redacted]

[redacted]

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Tuesday, April 19, 2011 7:56 AM
To: [redacted]
Cc: [redacted]
Subject: (U) FW: [redacted]
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Sir,

[redacted] would like you to attend [redacted] in her stead. There are no issues with [redacted]

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06370

[redacted]

April file

From: [redacted]
Sent: Thursday, April 21, 2011 9:50 AM
To: [redacted]
Subject: RE: (U) Phone con with [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Yes
I am available

(b)(3)-P.L. 86-36
(b)(6)

(U//~~FOUO~~)

[redacted]

(U//~~FOUO~~)

For large files please use my drop box: [redacted]

From: [redacted]
Sent: Thursday, April 21, 2011 9:39 AM
To: [redacted]
Subject: (U) Phone con with [redacted]

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted]

[redacted] wanted to know if you were available for a phone con with her between 1030 and 1100 today.
It will be regarding the [redacted] briefing today.

Thanks

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06371

[redacted] 31 March
Apr 11 file

From: [redacted]
Sent: Monday, April 25, 2011 12:37 PM
To: [redacted]
Cc: [redacted]
Subject: FW: (U) Prep mtg for [redacted] Wed [redacted]

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I was told that [redacted] needs to be at this meeting as [redacted] has declined. If you have any additional questions, please contact [redacted]

Thanks,

[redacted]

[redacted]

(b)(3)-P.L. 86-36

-----Original Appointment-----
From: [redacted] **On Behalf Of** [redacted]
Sent: Monday, April 25, 2011 12:09 PM
To: [redacted]
Subject: Tentative: (U) Prep mtg for [redacted]
When: Tuesday, April 26, 2011 5:00 PM-6:00 PM (GMT-05:00) Eastern Time (US & Canada).
Where: [redacted] Office, [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06372

[redacted] PST Folder Apr 11 File

From: [redacted]
Sent: Thursday, April 28, 2011 1:42 PM
To: [redacted]
Subject: RE: (U) [redacted] Meeting

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] has the lead on this [redacted] action and along with [redacted] and I, should be part of the meeting.

Sincerely,

[redacted]

(b) (3)-P.L. 86-36
(b) (6)

[redacted]

(b) (3)-P.L. 86-36

From: [redacted]
Sent: Thursday, April 28, 2011 1:31 PM
To: [redacted]
Subject: RE: (U) [redacted] Meeting

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Did you want [redacted] and [redacted] to attend this meeting?

Also, do you want a meeting before the [redacted] with [redacted] for [redacted] especially since you won't be here for the meeting? The [redacted] with [redacted] is on 6 Apr.

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

Release: 2018-13
NSA: 06373

(U//~~FOUO~~) Please use DropBox for large files.

From:
Sent: Thursday, April 28, 2011 1:25 PM
To:
Cc:
Subject: RE: (U) Meeting

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

We look forward to the conversation and will provide a read-ahead that addresses each in anticipation of our meeting. In the meantime, please know

To address your questions on

Sincerely,

(b)(3)-P.L. 86-36
(b)(6)

(b)(3)-P.L. 86-36

From:
Sent: Thursday, April 28, 2011 9:28 AM
To:
Cc:
Subject: (U) Meeting

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

All –

Release: 2018-13
NSA: 06374

I would like to have a meeting with you to discuss [redacted] will schedule with your staff. I have some questions that I would like more information on before I sign out [redacted] as well as changes. Specifically:

[redacted]

Thanks,

[redacted]

[redacted]

(b)(3)-P.L. 86-36

*This may contain information exempt from mandatory disclosure under the Freedom of Information Act (FOIA).

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06375

(b)(3)-P.L. 86-36
(b)(6)

April 11 rule

From:
Sent: Thursday, April 28, 2011 1:58 PM
To:
Subject: (U) FW: SAVE THE DATE - SR. DAY #39

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

For the calendar~

(b)(3)-P.L. 86-36

From:
Sent: Tuesday, April 26, 2011 1:11 PM
To: DL DISES (ALIAS) DS; DL disl (ALIAS) DS; DL MIL_Sr_ALL;
Cc:
Subject: SAVE THE DATE - SR. DAY #39

All,

General Alexander will host Senior Day #39 on 25 May 2011, 1430-1630, in the Friedman Auditorium, followed by a Social in the Canine Suite from 1700-1800.

Request you mark your calendars at this time. Additional information, along with a request to RSVP, will be forwarded out with the next few days.

Thank You!

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06376

[redacted] PST, older Apr 11 file

From: [redacted]
Sent: Friday, April 29, 2011 10:19 AM
To: [redacted]
Subject: FW: (U) RE: Benchmarking [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

U//~~FOUO~~

[redacted]

(b) (3)-P.L. 86-36

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

(b) (3)-P.L. 86-36
(b) (6)

From: [redacted]
Sent: Friday, April 22, 2011 2:45 PM
To: [redacted]
Cc: [redacted]
Subject: Re: (U) RE: Benchmarking [redacted]

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

==========

Thanks [redacted] Have a nice weekend!

(b) (6)

[redacted]

To: [redacted]
cc: [redacted]
Subject (U) RE: Benchmarking [redacted]

Sent by: [redacted]

04/22/2011 02:11 PM

Please respond to [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Sure. I will ask [redacted] to schedule something. [redacted]

Release: 2018-13
NSA: 06377

[redacted]

*This may contain information exempt from mandatory disclosure under the Freedom of Information Act (FOIA).

From: [redacted]
Sent: Friday, April 22, 2011 9:32 AM
To: [redacted]
Subject: Fw: Benchmarking [redacted]

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

----- Forwarded by [redacted] on 04/22/2011 09:31 AM -----

[redacted]

04/20/2011 02:04 PM

To [redacted]
cc
Subject Benchmarking [redacted]

(b)(6)

CLASSIFICATION: UNCLASSIFIED//~~FOUO~~

[redacted]

I hope all is well.

I am working with the NCTC Chief Strategist on an initiative to improve/transform/revolutionize the CT analytic process and training. Since NCTC analysts encounter some of the same issues as NSA analysts, I immediately thought of [redacted] as a good and successful program to benchmark.

It would really help for us to come up and get an overview and demo (if feasible) of [redacted] Is that possible?

Thanks,

[redacted]

Release: 2018-13
NSA: 06378

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06379

April 11 File

From:
Sent: Friday, April 29, 2011 2:25 PM
To:
Cc:
Subject: FW: (U) Action

(b) (3)-P.L. 86-36
(b) (6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

FYI,

I told to go back and tell and to put this on hold until our actions team coordinate this with the
Right now it conflicts with calendar so I will ask her what she would like to do.

Thanks
Jackie

U//~~FOUO~~

(b) (3)-P.L. 86-36

U//~~FOUO~~
(U//~~FOUO~~) Please use DropBox for large files:

From:
Sent: Thursday, April 28, 2011 3:59 PM
To:
Cc:
Subject: RE: (U) Action

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi

We expect that probably a few attendees (maybe 3) from ODNI and a couple from may attend. For right now, keep your room booked with that date and time, and if it becomes clear that we will need space for more than 25 people, at that time we will work with you to help find another room.

Thanks!
v/r,

Release: 2018-13
NSA: 06380

From:
Sent: Thursday, April 28, 2011 3:20 PM
To:
Cc:
Subject: RE: (U) Action

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

How about Thursday 12 May at 10:00 am in Room

Can you tell me who will be in attendance? Our room will hold up to 25 people.

(U//~~FOUO~~)

(b)(3)-P.L. 86-36

From:
Sent: Thursday, April 28, 2011 2:40 PM
To:
Cc:
Subject: (U) Action
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Good Afternoon,

At the 12 April 2011 the following action was taken, and was recently approved by the

(U//~~FOUO~~) Arrange meeting with oversight team to provide insight into your forensics to ensure NSA has properly identified root cause of problem and that the plan for recovery will provide a scalable solution.

In order to complete this action, please provide a date, time, and location for the meeting to by **Noon** tomorrow, Friday, 29 April. Once we have this information, will handle the invitation of external attendees.
Thanks!
v/r,

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06381

[redacted]

April file

From: [redacted]
Sent: Friday, April 29, 2011 5:24 PM
To: [redacted]
Subject: FW: (U) [redacted] Schedule for 2 May - 6 May

Follow Up Flag: Follow up
Flag Status: Flagged

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

U//~~FOUO~~

[redacted]

U//~~FOUO~~
(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Friday, April 29, 2011 3:14 PM
To: [redacted]
Subject: (U) [redacted] Schedule for 2 May - 6 May

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

All,

Next weeks schedule is as follows:

Monday, 2 May, 1000-1200, [redacted]
Topic [redacted]

Wednesday, 4 May, 1300-1500, [redacted]
Topic: [redacted]

Friday, 6 May, 1400-1500, [redacted]
Topic: Current year Schedule

Thanks,

[redacted]

Release: 2018-13
NSA: 06382

[redacted]

Dropbox: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06383

Doc ID: 6646701

Aug 11 file

From: [redacted]
Sent: Thursday, August 04, 2011 4:34 PM
To: [redacted]
Cc:
Subject: (U) Weekly Status Report

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hello all,

Reminder that the weekly status report is due by Wed of each week. We still haven't received input from [redacted]

The suspense for us to have it to the [redacted] is COB today. I need your input ASAP. NTR is not an option.

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06384

[redacted]

Aug 11 file

From: [redacted]
Sent: Friday, August 05, 2011 5:38 PM
To: [redacted]
Cc:
Subject: FW: (U) COR of the Quarter

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Please place on my calendar – will make it a priority to attend.

Sincerely,

[redacted]

(b) (3)-P.L. 86-36
(b) (6)

[redacted]

From: [redacted]
Sent: Friday, August 05, 2011 10:01 AM
To: [redacted]
Subject: (U) COR of the Quarter

(b) (3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

We are getting ready to announce CORs of the quarter. This award is a [redacted] for outstanding CORs. I wanted to let you know that [redacted] from [redacted] COR for [redacted] has been selected. The money should show up in the 8/19/2011 pay checks.

We are having a ceremony at the Friedman in November. Will pass further info as we get closer. Would be great if you could join us for presentations!

[redacted]

[redacted]

*This may contain information exempt from mandatory disclosure under the Freedom of Information Act (FOIA

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06385

Aug 11 File

From: [redacted]
Sent: Thursday, August 25, 2011 1:09 PM
To: [redacted]
Cc:
Subject: RE: (U) Cancelled TDY to GA - RTA
Attachments: [redacted] 23Aug_OPS_CANCEL.pdf

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Signed~

...and thanks, I will go with Option #2

[redacted]

(b)(3)-P.L. 86-36
(b)(6)

From: [redacted]
Sent: Thursday, August 25, 2011 10:48 AM
To: [redacted]
Cc: [redacted]
Subject: (U) Cancelled TDY to GA - RTA

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Please sign the RTA for cancelled TDY and return to us. Your only claim is for reimbursement of cancelled flight

[redacted]

Please know that your credit card was charged for airline only. It will take about 2 cycles for them to post the credit to your credit card. I did some research and you have 2 options.
1 – pay the charges and then file with the credit card company to get your money back once they receive the credit.
2 – Call the credit card company and let them know the card will be credited but may take a while. You may have to fill out a dispute form with them so that you won't get hit with late charges.
*I feel option 2 is best. That way, you don't have to come out of pocket and then try and get your money back.
I was going to call credit card services but they probably won't talk to me about it.

Please know that you are still responsible to pay the [redacted] that will show up on your credit card. Not sure if they will charge the fee separately from the ticket or lump them together.

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

Release: 2018-13
NSA: 06386

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06387

Aug 11 file

From:
Sent: Monday, August 29, 2011 5:45 PM
To:
Subject: RE: (U) FW: TDY Electronic Travel Package - DO NOT DELETE - GA
Attachments: GA.pdf

Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

Signed~

(b)(3)-P.L. 86-36

From:
Sent: Monday, August 29, 2011 4:45 PM
To:
Subject: FW: (U) FW: TDY Electronic Travel Package - DO NOT DELETE - GA

Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

Please sign final RTA for his TDY to Georgia.

Thanks,

U//~~FOUO~~

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files:

From:

Release: 2018-13
NSA: 06388

Sent: Monday, August 29, 2011 4:32 PM
To: [redacted]
Subject: (U) FW: TDY Electronic Travel Package - DO NOT DELETE [redacted] GA

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Below is my travel package for [redacted] approval.

I have included my completed/signed RTA: [redacted] (b)(3)-P.L. 86-36 (b)(6)

<<...>>

The [redacted] itenary that shows the [redacted] transportation expenses, plus [redacted] booking fee.

<<...>>

The receipt for the hotel.

<<...>>

Let me know if I need to provide anything else. Thanks.

[redacted] (b)(3)-P.L. 86-36

[redacted]

For large files, please use my dropbox. [redacted]

From: [redacted]
Sent: Wednesday, August 24, 2011 9:18 AM
To: [redacted] travel_open_rta
Subject: TDY Electronic Travel Package – DO NOT DELETE [redacted] GA

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Attached is your travel package, please take a minute to review.
Verify that all documents are included and reflect the correct name, SSN, and travel dates.

P.S. If you require tax exempt forms you can go to the following link [redacted]

While in TDY status, if you are required to make changes to your flights to meet mission requirements, contact [redacted] at [redacted] or toll free at [redacted] (Mon-Fri 0700-1700). The after hours number is [redacted]

Release: 2018-13
NSA: 06389

The [redacted] office hours are Monday-Friday, 0730-1600, and the number is [redacted]

Upon completion of your TDY, please file all reimbursement paperwork, to include the [redacted] invoice which is included in the above PDF attachment, to Travel Entitlements (alias: NSA-TDY) within 5 business days. If you have any reimbursement questions please call 769-7150s.

[redacted]

[redacted]

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06390

(b)(3)-P.L. 86-36
(b)(6)

Aug 11 file

Subject: //TIME UPDATED// (U) Weekly Sync w/ [redacted]
Location: [redacted] Office, [redacted]

Start: Wed 9/7/2011 3:00 PM
End: Wed 9/7/2011 3:30 PM
Show Time As: Tentative

Recurrence: Weekly
Recurrence Pattern: every Wednesday from 4:00 PM to 4:30 PM

(b)(3)-P.L. 86-36

Meeting Status: Not yet responded

Organizer: [redacted]
Required Attendees: [redacted]
Optional Attendees: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
11/16/10 – due to conflicts in schedule this meeting has been moved from Tuesday's 2:30-3:00 to Wednesday's 4:00-4:30 beginning Dec 01, 2010./ [redacted]

8/23/10 - / [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06391

Doc ID: 6646701

[redacted] PST to User AFCEA File

From: [redacted]
Sent: Thursday, October 13, 2011 3:18 PM
To: [redacted]
Subject: RE: (U) Save the Date

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Sign me up. . .

[redacted]

From: [redacted]
Sent: Thursday, October 13, 2011 2:28 PM
To: [redacted]
Cc: [redacted]
Subject: (U) Save the Date.

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

All,

I just wanted to give you a heads up because the date is coming quickly.

There is an [redacted] event on 27 Oct where [redacted] will be the guest speaker. (Not sure if there will be others).
[redacted] was planning to attend however she now has an all day offsite.
She wanted to extend the invite out to the Deputies, [redacted] to see if you were interested in attending.
I apologize but I am waiting on the information:
Event: [redacted] Maryland Chapter
Date: 27 Oct
Time: TBD but I believe 1100-1300
Location: [redacted]
Cost: ??? (to come), usually their events are between $25.00-$35.00.

I will need to know by COB 18 Oct if you plan to attend so that she can seat all of our folks together table.
I will provide the rest of the information by tomorrow.

Release: 2018-13
NSA: 06392

**to read up on [redacted] type go [redacted] in your web browser and select "about [redacted]

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06393

Doc ID: 6646701

(b) (3)-P.L. 86-36
(b) (6)

PSC Folder file

From:
Sent: Monday, October 17, 2011 2:06 PM
To:
Subject: RE: (U) Save the Date

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

I'll be in training and will not be able to attend.

R/

(b) (3)-P.L. 86-36

From:
Sent: Monday, October 17, 2011 1:14 PM
To:

Cc:
Subject: RE: (U) Save the Date

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

All,

Just received more information on the luncheon on 27 Oct.

Date: 27 Oct
Time: 1130-1300
Location:

(b) (3)-P.L. 86-36
(b) (6)

Cost: guests are free ☺☺☺ woo hoo!!!!!! It's good to know people
Guest Speaker:

(b) (6)

Release: 2018-13
NSA: 06394

***The deal on seating, for those that responded to me last Thursday/Friday, you will be sitting at [redacted] table of [redacted] and the rest will be scattered with [redacted] and [redacted] all within close proximity of one another.
Once I get a final number, I will see if we can at least have 2 -3 of our folks sitting together since they will be at other tables.

****I originally asked everyone to respond by COB Tuesday, 18 Oct but because she has a certain amount of free seats, I would like to know by 1200 to ensure she can accommodate everyone that would like to attend.

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Thursday, October 13, 2011 2:28 PM
To: [redacted]
Cc:
Subject: (U) Save the Date

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

All,

I just wanted to give you a heads up because the date is coming quickly.

There is an [redacted] event on 27 Oct where [redacted] will be the guest speaker. (Not sure if there will be others). [redacted] was planning to attend however she now has an all day offsite.
She wanted to extend the invite out to the Deputies, [redacted] to see if you were interested in attending.
I apologize but I am waiting on the information:
Event: [redacted] Maryland Chapter
Date: 27 Oct
Time: TBD but I believe 1100-1300
Location: [redacted]

(b)(3)-P.L. 86-36
(b)(6)

Release: 2018-13
NSA: 06395

Cost: ??? (to come), usually their events are between $25.00-$35.00.

I will need to know by COB 18 Oct if you plan to attend so that she can seat all of our folks together table.
I will provide the rest of the information by tomorrow.

**to read up on [redacted] type go [redacted] in your web browser and select "about [redacted]

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06396

From: [redacted]
Sent: Monday, December 05, 2011 9:24 AM
To: [redacted]
Subject: FW: (U) REMINDER - Mandatory Training Courses for [redacted]

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Red Category

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

U//~~FOUO~~

(b)(3)-P.L. 86-36

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

U//~~FOUO~~
(U//FOUO) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Saturday, December 03, 2011 8:34 PM
To: [redacted]
Cc: [redacted]
Subject: (U) REMINDER - Mandatory Training Courses for [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Dear [redacted]

(U//~~FOUO~~) Your training profile in [redacted] indicates that you have not yet completed the following mandatory course(s) in CY 2011. Please be aware that the requirement for this training is once per calendar year, not once within a 12 month period. **This training must be completed by 31 December 2011.**

(U) Note that all course pages must be accessed to successfully complete the training and gain course credit.

(U) Click on the below link(s) to login and have VUport directly launch each respective course.

(U//~~FOUO~~) **CLAS1000** - (U) THE ELEMENTS OF CLASSIFICATION AND MARKING (VUPORT) "meets the training requirements established by Executive Order (E.O.) 13526 "Classified National Security Information" and Intelligence Community Directive (ICD) 710 "Classification and Control Markings System.""
CLAS1000 CLAS1000 Text Version

Release: 2018-13
NSA: 06397

(U//~~FOUO~~) **TIPA1001** - (U) TRAFFICKING IN PERSONS AWARENESS TRAINING (VUPORT) "meets the requirements for annual refresher awareness training on trafficking in persons, as required by DoD Instruction 2200.01, "Combating Trafficking in Persons," February 16, 2007, that implements National Security Presidential Directive 22, "Trafficking in Persons", December 16, 2006. TIPA1001

(U//~~FOUO~~) If you need assistance, please contact the ADET Help Desk via:
* Secure Phone: 968-7088
* Non-Secure Phone: [redacted] (b)(3)-P.L. 86-36
* Email [redacted]
* Help Desk Trouble Ticket: :go adethelpdesk' [redacted]

(U) You may also want to view our FAQs: go adetfaqs [redacted]

(U//~~FOUO~~) " NOTE: If you completed any of the above course(s) yesterday, it is possible your completion is not reflected in your ELM training record. (VUport sends nightly completions to ELM). If this is not the case, please contact the ADET Help Desk for assistance."

(U//~~FOUO~~) Please **DO NOT REPLY** to this email as no routing will occur.

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06398

From: [redacted]
Sent: Thursday, December 08, 2011 8:28 AM
To: [redacted]
Cc:
Subject: FW: (U) [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Is there a convenient time on your calendars today for us to talk? Perhaps a telecom? Will ask [redacted] to reach out.

Sincerely,

(b) (3)-P.L. 86-36

[redacted]

From: [redacted]
Sent: Thursday, December 08, 2011 6:53 AM
To: [redacted]
Subject: RE: (U) [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Thanks [redacted] Appreciate the update. As long as the customer and you agree you have the right approach, it is not industry's call. Thanks for following up.

[redacted]

(b) (3)-P.L. 86-36
(b) (6)

From: [redacted]
Sent: Wednesday, December 07, 2011 6:30 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) [redacted]
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

[redacted] is registering a complaint regarding the [redacted] evaluation criteria, believing that a low bid technically acceptable approach is not feasible. He stated that the SOW does not represent the government's

(b) (6)

Release: 2018-13
NSA: 06399

requirement but rather is a lowest common denominator. Further he maintains that NSA has invested

Suggest and I engage with and in addition to to share this information and get their comments. Then we will provide you an update.

I told that would get back with him tomorrow evening. Am informed he has already been in to see to raise the same issue. Please know acknowledged that he had been the rep interacting with the raised the specific issue of performance benchmarks and threads in industry comments to the IPT, and understood was to be a competitive solicitation.

Sincerely,

(b) (6)

(b) (3)-P.L. 86-36

From:
Sent: Wednesday, December 07, 2011 4:02 PM
To:
Cc:
Subject: (U)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Please call at regarding He left a message that he tried you a couple times and now is calling and me. I called him back and got his voicemail, but message to him will be I don't know anything about at least that I can remember), he needs to talk to you.

Would you please call him.

Thanks,

(b) (3)-P.L. 86-36
(b) (6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06400

[redacted]

Dec 11 File

From: [redacted]
Sent: Thursday, December 29, 2011 8:39 AM
To: [redacted]
Subject: FW: (U) Schedule for [redacted] Final

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

For the calendar~

(b) (3)-P.L. 86-36
(b) (6)

[redacted]

From: [redacted]
Sent: Friday, December 23, 2011 11:27 AM
To: [redacted]
Subject: RE: (U) Schedule for [redacted] Final

(b) (3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

All –

Received feedback on the below email; resulting [redacted] session schedule is the following:

- 25 Jan 12 (1300-1500) [redacted]
- 30 Jan 12 (1000-1200)
- 01 Feb 12 (1300-1500)
- **03 Feb 12 (1300-1500)** [redacted] **NOTE: THIS IS NOT A NORMAL** [redacted] **TIME SLOT**
- 06 Feb 12 (1000-1200) [redacted]

Thank you for providing feedback. Above will be added to the [redacted] calendar, [redacted]

(U//~~FOUO~~) [redacted]

[redacted]

Dropbox: [redacted]

From: [redacted]
Sent: Thursday, December 22, 2011 9:34 AM
To: [redacted]
Subject: (U) Schedule for [redacted] Final

Release: 2018-13
NSA: 06401

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

All -

Each [redacted] has been assigned a date to brief the [redacted] on their [redacted] Final strategy. Please let me know if the date assigned to you needs to be changed by COB 22 Dec 2012.

- 25 Jan 12 (1300-1500)
- 30 Jan 12 (1000-1200)
- 01 Feb 12 (1300-1500)
- 03 Feb 12 (1300-1500)

[redacted]

(b)(3)-P.L. 86-36

Thank you,

[redacted]

(U//~~FOUO~~) [redacted]

[redacted]

Dropbox: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06402

(b) (3)-P.L. 86-36
(b) (6)

Dec 11 File

From:
Sent: Thursday, December 29, 2011 4:13 PM
To:

Cc:
Subject: RE: (U) Leadership Meeting

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

All,

One thing I forgot to mention, Donuts will be provided at this leadership meeting but please bring your "non-alcoholic" beverage of choice ☺

Thanks,

U//~~FOUO~~

(b) (3)-P.L. 86-36

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files:

(b) (3)-P.L. 86-36
(b) (6)

-----Original Appointment-----
From: **On Behalf Of**
Sent: Thursday, December 29, 2011 11:50 AM
To:

Release: 2018-13
NSA: 06403

Cc:
Subject: (U) Leadership Meeting
When: Wednesday, January 04, 2012 9:00 AM-10:30 AM (GMT-05:00) Eastern Time (US & Canada).
Where:

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

12/29/11 – This meeting is out of sync however would like to have a Leadership meeting to discuss moving forward in the New Year. and please send a rep -

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

Release: 2018-13
NSA: 06404

Doc ID: 6646701

(b)(3)-P.L. 86-36
(b)(6)

Dec 11 file

From:
Sent: Thursday, December 29, 2011 4:41 PM
To:
Cc:
Subject: (U) Concerns: Perspective
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Talk not on distro? no cons on distro

your guidance. Would appreciate

Additionally, Progress has been made in this area; however, I wanted to raise your awareness in case you are contacted.

Sincerely,

(b)(3)-P.L. 86-36

From:
Sent: Thursday, December 15, 2011 4:56 PM
To:
Cc:
Subject: (U) Immediate concerns

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hello

There are two immediate concerns I have with that I wanted to bring to your attention. The first more urgent than the latter. On Tuesday my team and I attended our bi-weekly meeting with and were informed that We will provide an update mid next week or sooner if you deem necessary.

The second concern is the

Release: 2018-13
NSA: 06405

[redacted]

I am concerned because in my discussions I do not find that anyone is addressing [redacted]

[redacted]

Just wanted you to be aware of the issues/concerns.

"Have A Great Day and A Better Tomorrow"

Regards,

[redacted]

(b)(3)-P.L. 86-36

"GO RAVENS"





[redacted]

Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06406

My S. Off PST folder
Jun 12 hle

From:
Sent: Wednesday, May 30, 2012 2:40 PM
To:
Subject: (U) ACTION: RTA for Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

Hi Ladies,

Did sign this RTA?

If not can you get her to sign it tomorrow?

Thanks

(U//~~FOUO~~)

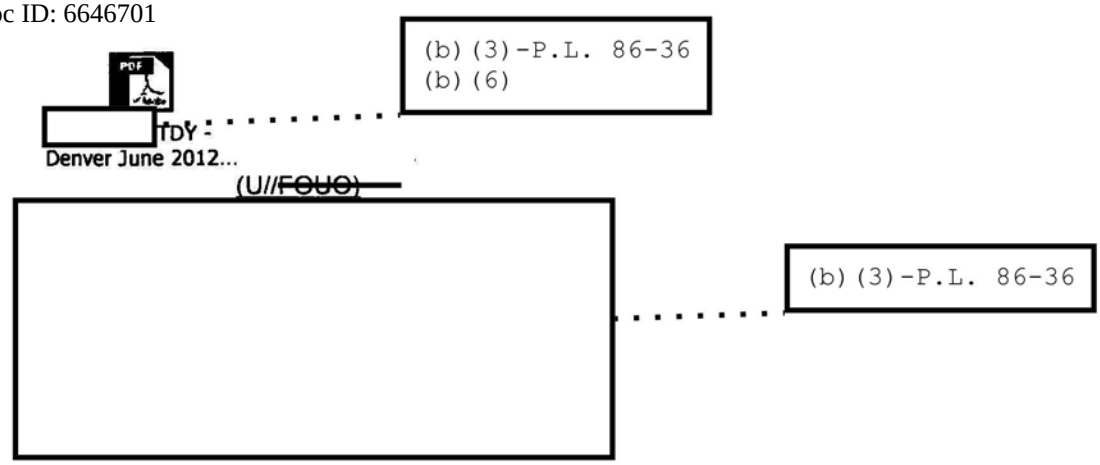
(b)(3)-P.L. 86-36
(b)(6)

From:
Sent: Tuesday, May 29, 2012 5:54 PM
To:
Cc:
Subject: RTA for Denver

Hi

This is the RTA for your Denver TDY. Please sign and return to me for additional processing.
Thanks

Release: 2018-13
NSA: 06407



Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06408

My Staff 151 folder
Jun 12 file

From: [redacted]
Sent: Wednesday, June 13, 2012 5:36 PM
To: [redacted]
Cc:
Subject: (U) Agenda for June Denver Trip

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted]

Can you please send the most recent updated agenda to me and [redacted]

Thanks

[redacted]

(U//~~FOUO~~)

[redacted]

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06409

Doc ID: 6646701

^ g Stuff PST Folder
Jun 12 file

From: [redacted]
Sent: Tuesday, June 19, 2012 1:45 PM
To: [redacted]
Subject: FW: (U) Itinerary - [redacted]
Attachments: [redacted] -NEW.pdf

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Here you go.

[redacted]

(U//~~FOUO~~) DropBox: [redacted]

-----Original Message-----
From: [redacted]
Sent: Thursday, June 07, 2012 1:48 PM
To: [redacted]
Subject: FW: (U) Itinerary - [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted]

Is this what you need?

[redacted]

(U//~~FOUO~~)

[redacted]

(b)(3)-P.L. 86-36

-----Original Message-----
From: [redacted]
Sent: Thursday, June 07, 2012 10:17 AM
To: [redacted]
Subject: (U) Itinerary - [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(U//~~FOUO~~) ***** PLEASE DO NOT REPLY TO THIS EMAIL. *****
***** THE TRAVEL ITINERARY IS ATTACHED. *****
***** IT CONTAINS AN ESTIMATED COST TO BE USED *****
***** ONLY FOR PLANNING PURPOSES. *****
***** THE OFFICIAL INVOICE FOR AIRFARE COST *****

Release: 2018-13
NSA: 06410

***** WILL BE INCLUDED IN YOUR TRAVEL PACKAGE. *****
***** THAT INVOICE SHOULD BE USED FOR REIMBURSEMENT. *****

(U//~~FOUO~~) If you have any questions or concerns regarding itineraries, please contact one of our travel agents at 966 - 3300.

(U//~~FOUO~~) For questions or concerns about RTAs, please call the Travel Office at 963 - 3915.

(U//~~FOUO~~) To submit an RTA to the Travel Office, please send it to the following email address: travel_open_rta

(U) Thank you,

(U//~~FOUO~~) [redacted] (b)(3)-P.L. 86-36
966 - 3300 (S) /[redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06411

Go thru file

From: [redacted]
Sent: Tuesday, June 19, 2012 2:44 PM
To: [redacted]
Subject: RE: (U) TDY to Denver

Follow Up Flag: Follow up
Flag Status: Flagged

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] -cell [redacted] (b) (6)

I'm staying [redacted]

Let me know if you need anything else...I'm on my way over for the 1500 [redacted] Sync ☺

(U//~~FOUO~~) [redacted]

[redacted]

From: [redacted]
Sent: Tuesday, June 19, 2012 2:37 PM
To: [redacted] (b)(3)-P.L. 86-36
Subject: (U) TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted] (b)(3)-P.L. 86-36 (b)(6)

I'm trying to put together a information sheet for [redacted] regarding the folks going TDY to Denver next week and [redacted] mentioned that you were going and would be returning earlier than most of us.
There are a number of people going and if you don't mind, I would like to provide everyone with a contact sheet that will include cell phone numbers and at which hotel everyone is staying for accountability purposes.
Please know that I will be providing to everyone going unless you do not want me to. Otherwise I will just provide your info to [redacted]

Much Appreciated,

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

Release: 2018-13
NSA: 06412

Release: 2018-13
NSA: 06413

My Stuff File

From: [redacted]
Sent: Wednesday, June 20, 2012 11:10 AM
To: [redacted]
Subject: RE: (U) CO Approval - [redacted] - Travel Request [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

You're welcome.

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~
(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Wednesday, June 20, 2012 10:08 AM
To: [redacted]
Subject: RE: (U) CO Approval - [redacted] - Travel Request - [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Thanks [redacted]

(b)(3)-P.L. 86-36

[redacted]

[redacted]

From: [redacted]
Sent: Wednesday, June 20, 2012 9:57 AM
To: [redacted]
Subject: FW: (U) CO Approval - [redacted] - Travel Request - [redacted]

Release: 2018-13
NSA: 06414

Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

[redacted]

(b)(3)-P.L. 86-36
(b)(6)

Please find below the approval to go TDY with [redacted] from 25-27 June.

Cost information:

[redacted] would like me to accompany her and a team of folks going TDY to [redacted] from 25-27 June.

I have been approved by the Government and am providing cost information below

[redacted]

(b)(3)-P.L. 86-36

Please let me know if you need any other information.

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files. [redacted]

From [redacted]

Release: 2018-13
NSA: 06415

Sent: Monday, June 18, 2012 3:52 PM
To:
Cc:
Subject: RE: (U) CO Approval - - Travel Request -

I will approve this. From the email trail, it looks like a contract mod (and TTO) is needed to put funds into travel for this.

From:
Sent: Monday, June 18, 2012 3:21 PM
To:
Cc:
Subject: FW: (U) CO Approval - - Travel Request -

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

confirmed below that contractor will be serving as a Subject Matter Expert on and not serving the role of an executive assistant. Please let us know if you need anything further. Thank you.

(b)(3)-P.L. 86-36

DropBox

From:
Sent: Monday, June 18, 2012 3:14 PM
To:
Cc:
Subject: RE: (U) CO Approval - - Travel Request -

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

On behalf of the and CoS, will be serving as a Subject Matter Expert.

Please let me know if I can be of further assistance.

Release: 2018-13
NSA: 06416

Thank you,

[redacted]

(b)(3)-P.L. 86-36

(U//~~FOUO~~) DropBox: [redacted]

From: [redacted]
Sent: Monday, June 18, 2012 3:10 PM
To: [redacted]
Cc: [redacted]
Subject: FW: (U) CO Approval - [redacted] - Travel Request - [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Per our phone conversation, and [redacted] out of office message, can you please advise whether contractor [redacted] will be serving as a Subject Matter Expert on [redacted] and not serving the role of an executive assistant? Thank you.

[redacted]

DropBox [redacted]

From: [redacted]
Sent: Monday, June 18, 2012 3:07 PM
To: [redacted]
Cc: [redacted]
Subject: FW: (U) CO Approval - [redacted] Travel Request - [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Release: 2018-13
NSA: 06417

The acting CO would like to confirm that contractor [redacted] will be serving as a Subject Matter Expert on [redacted] and not serving the role of an executive assistant. Please advise.
Thank you.

[redacted]

DropBox [redacted]

From: [redacted]
Sent: Monday, June 18, 2012 2:48 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) CO Approval - [redacted] Travel Request - [redacted]

I would like to verify that the contractor will be serving as a subject matter expert on [redacted] and not serving the role of an executive assistant.

From: [redacted]
Sent: Monday, June 18, 2012 2:06 PM
To: [redacted]
Subject: FW: (U) CO Approval - [redacted] Travel Request [redacted]

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Since [redacted] will be out all week, would you mind taking a look at the below travel justification for approval? The trip takes place on 25 June.

Thanks,

[redacted]

"Source Selection Information - See FAR 2.101 and FAR 3.104"

Release: 2018-13
NSA: 06418

From:
Sent: Monday, June 18, 2012 1:39 PM
To:
Cc:
Subject: (U) CO Approval - Travel Request -

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

TTO requests CO approval for contractor to travel to Denver Colorado, 25-27 June 2012 to support the Office of the I concur and support this request. The mission justification is provided below and in the email chain. A mod to provide travel funding has just been submitted as well. Please let us know as soon as possible so the travel arrangements can be completed as this is quickly approaching. Thank you.

Mission Justification is the supporting the for the upcoming for the is representing the at this program review and will be attending numerous meetings across 2 days. support to and her team is essential to her preparation and participation. There are no government personnel with the requisite skills to take over for nor is there time to train/familiarize anyone within the one week remaining before the event.

(b)(3)-P.L. 86-36

(b)(3)-P.L. 86-36
(b)(6)

DropBox

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

The respectfully requests you consider approving to support the 25-27 June in Denver Colorado.

is the supporting the for the upcoming for the is representing the at this program review and will be attending numerous meetings across 2 days. support to and her team is essential to her preparation and participation.

Release: 2018-13
NSA: 06419

There are no government personnel with the requisite skills to take over for [redacted] nor is there time to train/familiarize anyone within the one week remaining before the event.

Sincerely,

[redacted] (b)(3)-P.L. 86-36

(U//~~FOUO~~)

[redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06420

My 3 yr HST Folder
Jun 12 file

From: [redacted]
Sent: Wednesday, June 20, 2012 11:24 AM
To: [redacted]
Subject: RE: (U) TDY to Denver

Follow Up Flag: Follow up
Flag Status: Flagged

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi,

Drop by any time.

[redacted]

(U//~~FOUO~~)

[redacted]

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Tuesday, June 19, 2012 7:02 PM
To: [redacted]
Subject: (U) TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I would like to sit with you for a minute on tomorrow (Wednesday) to discuss the TDY to Denver.
I've been putting together a contact information sheet that I will provide to everyone going TDY since there are so many of us going and staying in different hotels but I do need to discuss some things with you.

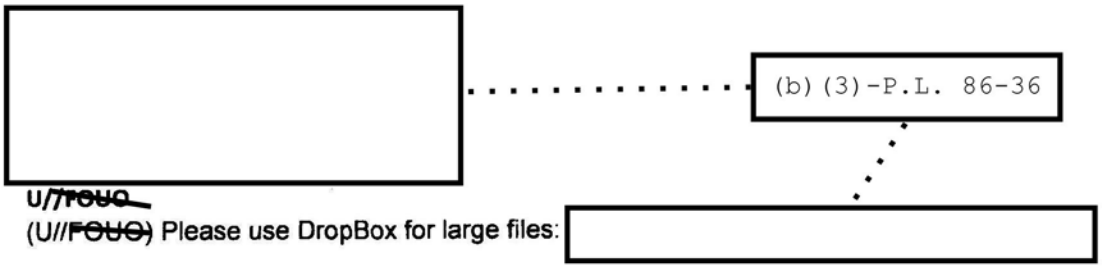
Thanks,

[redacted]

U//~~FOUO~~

[redacted]

Release: 2018-13
NSA: 06421



U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files:

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06422

My - Jeff FBI Folder
Jun 12 file

From: [redacted]
Sent: Wednesday, June 20, 2012 4:21 PM
To: [redacted]
Subject: RE: (U) TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi,

I'll drop by.

(b)(3)-P.L. 86-36

(U//~~FOUO~~)

[redacted]

From: [redacted]
Sent: Wednesday, June 20, 2012 2:15 PM
To: [redacted]
Subject: (U) TDY to Denver

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I'm sorry I haven't been able to make it back there to talk to you. I've been busy trying to take care of things for [redacted] and waiting on phone calls .... Etc. so I'm scared to get up thinking I may miss a phone call.

Basically I wanted to finalize some things for the TDY and thought it would be easier to talk in person.

Who has the rental car for your team?

Is there anyone else going TDY other than these folks?

[redacted]

[redacted]

Release: 2018-13
NSA: 06423

[redacted]

Need to discuss what time we will meet on Wednesday. I talked to [redacted] and [redacted] and need your take.

Thanks,

[redacted]

(b)(3)-P.L. 86-36
(b)(6)

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06424

My SF 86 ISI forde
Dec 12 file

From:
Sent: Monday, December 17, 2012 11:40 AM
To:
Subject: FW: (U) Possible dates for next

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

FYI~

(b)(3)-P.L. 86-36
(b)(6)

From:
Sent: Friday, December 14, 2012 1:37 PM
To:
Cc:
Subject: (U) Possible dates for next

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

All,

We've researched available NSAW conference rooms and school Spring Break dates in vicinity of both NSAC and NSAW and have a possible date for the next

12-13 March,

0800-1700 on 12 Mar
0800-1200 on 13 Mar

Not sure if we need to second day yet (agenda TBD), but we've reserved the conf room for those dates/times tentatively pending your concurrence.

Please let us know if you are available to conduct the on those dates. In case you want to consider alternate dates, the Spring Break dates for the majority of school districts in the NSAW and NSAC areas is 25-29 March, with a couple using 1-5 April.

Respectfully,

(U//~~FOUO~~)

(U//~~FOUO~~) DropBox

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06425

Release: 2018-13
NSA: 06426

Go through file

From: [redacted]
Sent: Thursday, June 21, 2012 6:55 PM
To: [redacted]
Cc:
Subject: RE: (U) TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] (b) (6)

I will be staying [redacted] My cell phone# is [redacted] We will make sure someone is at the visitor center to meet [redacted] and team.

[redacted] (b) (3)-P.L. 86-36

From: [redacted]
Sent: Thursday, June 21, 2012 11:27 AM
To: [redacted]
Subject: (U) TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Good Morning All and welcome back.

It seems there are quite a few people going TDY to Denver next week, some for the [redacted] and others for contracts discussion.

1 - I am preparing an information sheet to provide to everyone going that will include everyone's cell numbers and hotel information. Please provide your cell phone numbers in case [redacted] needs to get in touch with you during her stay there. I don't need your hotel info. If you don't want everyone to have your cell #, I will only provide to [redacted]

2 – According to the agenda, check-in is at 0800 and the security brief is at 0830. Who will be meeting [redacted] team in the North Lobby? If no one, please provide room number or directions to the conference room.

3 – These are all the folks that will be attending the [redacted] on Tuesday:

[redacted] (b) (3)-P.L. 86-36 (b) (6)

4 – Wed morning Technical/Process Discussion – [redacted] will join in progress right after the break (1015) because she will be meeting with the [redacted] team from 0800-1000. The rest of her team will stay in the [redacted] meeting until [redacted] is done and will then to the airport from there.

Is there anything else we need to know?

Release: 2018-13
NSA: 06427

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06428

Go thru file

From: [redacted]
Sent: Friday, June 22, 2012 6:18 AM
To: [redacted]
Subject: RE: (U//~~FOUO~~) Training Requirement for [redacted] for LEAD2601 [redacted] has been APPROVED

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Thanks!!

(U//~~FOUO~~)

[redacted]

-----Original Message-----
From: [redacted]
Sent: Thursday, June 21, 2012 2:24 PM
To: [redacted]
Subject: FW: (U//~~FOUO~~) Training Requirement for [redacted] for LEAD2601 [redacted] has been APPROVED

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

FYI,

[redacted] has been approved for her Lead 2601 course.

Thanks

[redacted]

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36

U//~~FOUO~~
(U//~~FOUO~~) Please use DropBox for large files:

[redacted]

-----Original Message-----
From: [redacted]
Sent: Thursday, June 21, 2012 2:19 PM
To: [redacted]
Subject: FW: (U//~~FOUO~~) Training Requirement for [redacted] for LEAD2601

Release: 2018-13
NSA: 06429

Doc ID: 6646701

[redacted] has been APPROVED

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

Got it! Thanks again for your help!

v/r,

[redacted]

(b)(3)-P.L. 86-36

Respectfully,

****

(U/~~/FOUO~~)

[redacted]

****

Occasionally, some of my e-mail correspondence may contain information that requires protection under the Privacy Act Law. As per the Privacy Act of 1974 (5 U.S.C. 552a) please handle and store this information accordingly. Thank you.

-----Original Message-----

From: [redacted]

Sent: Thursday, June 21, 2012 2:16 PM

To: [redacted]

Cc: [redacted]

(b)(3)-P.L. 86-36
(b)(6)

Subject: (U//~~FOUO~~) Training Requirement for [redacted] for LEAD2601 [redacted] has been APPROVED

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

(U/~~/FOUO~~) Thank you for submitting an Individual Training Requirement for LEAD2601 / (U) LEADING WITH IMPACT - FOLLOW-ON for FY 2012. We appreciate your participation in the NSA/CSS Training Requirements Process.

(U//~~FOUO~~) This notification is to inform you that [redacted] has approved your Training Requirement.

(U/~~/FOUO~~) To enroll in the course you requested, visit your Individual Training Plan (ITP) by typing "Go ITP" in your intranet browser's address bar.
The course will be listed under the Current Learning section of your ITP. If you have fulfilled all training prerequisites and there are open seats in the class, an enroll button will appear. To proceed with the registration process, click the Enroll button next to the requested course and a schedule of all class offerings will display. Select the enroll button next to the class offering you would like to attend. Once you have successfully registered, a course approval email will be forwarded to both you and your immediate supervisor.

Release: 2018-13
NSA: 06430

(U//~~FOUO~~) If additional class offerings are scheduled you will receive notifications until your requirement is fulfilled. Your Training Requirement is fulfilled by either enrolling in one of the scheduled offerings or cancelling your training requirement.

(U//~~FOUO~~) If you no longer have a valid training requirement for this course, visit the Current Learning section of your ITP, select the course(s) and click the "Cancel Training Requirement" button.

(U//~~FOUO~~) ELM uses the "employee reports to supervisor" structure established within the Agency's HR management system. Should you find that ELM recognizes the wrong supervisor in this structure, please contact the HR Customer Gateway, a listing of which may be found at

[redacted]

(U//~~FOUO~~) Thanks again for your participation in the NSA/CSS Training Requirements Process. If you have questions regarding the enrollment process, submit an ADET Online ticket

[redacted]

(U//~~FOUO~~) Please do not respond to this email as no routing will occur.

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]
(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06431

Go thru file

From: [redacted]
Sent: Friday, June 22, 2012 12:29 PM
To: [redacted]
Subject: RE: (U) Information package for TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] (b)(3)-P.L. 86-36

I'll double check with Protocol.

Usually, if you are part of the DV's visit group and riding with the DV, your badges will be at the secure entry gate with the DV's

I'll get back to you to confirm that

[redacted]

~~(U//FOUO)~~

[redacted]

From: [redacted]
Sent: Friday, June 22, 2012 10:02 AM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) Information package for TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Not sure how long it will take to go through everything but the agenda has check-in from 0800-0830. Let's plan to meet at 0800 in the North Lobby unless you recommend differently.

I will call you when we are leaving the hotel on Tuesday morning or if anything changes between now and Tuesday.

There will be a total of 4 with [redacted] (b)(3)-P.L. 86-36 (b)(6)

[redacted]

Me

Just so I'm clear, we bypass VCC and go straight to the North Lobby from the parking lot?

Release: 2018-13
NSA: 06432

How do we get our badges? In the lobby?

U/~~FOUO~~

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files:

From:
Sent: Friday, June 22, 2012 11:55 AM
To:
Cc:
Subject: RE: (U) Information package for TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Yes, that is normally how it works. Do you want me to meet her at the North Lobby?

(U//~~FOUO~~)

(b)(3)-P.L. 86-36

From:
Sent: Friday, June 22, 2012 9:49 AM
To:
Cc:
Subject: FW: (U) Information package for TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

was given the Distinguished Visitor parking and packet so I was told she doesn't go to the Visitor Center but will be able to go straight to the North Lobby. Is that correct?

Thanks,

(b)(3)-P.L. 86-36
(b)(6)

Release: 2018-13
NSA: 06433

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Friday, June 22, 2012 11:05 AM
To: [redacted]
Cc: [redacted]

Subject: RE: (U) Information package for TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] (b)(3)-P.L. 86-36

Arrangement has been made for [redacted] *to meet* [redacted] *etal at the visitor center on the 26th and 27th of June.*

Cheers,

[redacted] (b)(3)-P.L. 86-36 (b)(6)

(U/~~FOUO~~) [redacted]

[redacted]

[redacted] (b)(6)

Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06434

Go thru file

From:
Sent: Friday, June 22, 2012 12:30 PM
To:
Subject: RE: (U//~~FOUO~~) Training Requirement for for CONT2465

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

I didn't see it in inbox. Maybe has seen it.

(b)(3)-P.L. 86-36
(b)(6)

(U//~~FOUO~~) DropBox:

-----Original Message-----
From:
Sent: Friday, June 22, 2012 8:25 AM
To:
Subject: FW: (U//~~FOUO~~) Training Requirement for for CONT2465

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

I think this request is in inbox for approval. . .can you help me to get it approved? I would like to enroll in a source selection course scheduled for 7/19 in time for the source selection that will begin in August.

If she doesn't have it, let me know.

Thanks!

-----Original Message-----
From:
Sent: Wednesday, June 20, 2012 12:16 PM
To:
Subject: (U//~~FOUO~~) Training Requirement for for CONT2465

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Dear

(U//~~FOUO~~) Thank you for submitting a Learning Request for CONT2465 - (U) COMPETITIVE SOURCE SELECTION in FY2012. We appreciate your participation in the NSA/CSS Training Requirements Process. Validated, prioritized Individual Training Requirements will be compiled at all levels to inform the final requirement submissions to ADET. Your input will help ADET to determine resource needs, build training schedules that maximize satisfaction of

Release: 2018-13
NSA: 06435

organizational training requirements, and document gaps/shortfalls in time to influence future fiscal planning.

(U/~~FOUO~~) At this point, you are not yet enrolled for:

Course Code: CONT2465
Course Title: (U) COMPETITIVE SOURCE SELECTION

(U//~~FOUO~~) The course has been added to your Individual Training Plan (ITP). You may view or make changes to your ITP by typing "Go ITP" in your internet browser's address bar. Once the course that you have requested has been scheduled and if your Training Requirement is approved by your supervisor, you will receive an email notification and may enroll in the course directly from your ITP.

(U) As part of the overall requirements gathering process, your supervisor must approve your Training Requirement before you will be allowed to enroll in the course. If your supervisor does not agree with the training requirement submitted, he/she may deny the request and you will receive an email notification letting you know. If you have an urgent request and your supervisor is not available to approve your training requirement you may submit a written justification from a member of your management chain to your Training Authority. Training Authorities have the capability to approve, modify, deny or cancel Training Requirements. A list of Training Authorities may be found at:

(U) ELM uses the "employee reports to supervisor" structure established within the Agency's HR management system. As a manager, should you find that ELM recognizes you incorrectly in this structure, please contact the HR Customer Gateway, a listing of which may be found at:

(U//~~FOUO~~) Please note that there may be a prerequisite/s for this course. Please visit your ITP to ensure that you have the appropriate prerequisites for the course you are requesting. If you have not taken the prerequisite course/s, be sure to enter a requirement for the course/s as well. You will not be allowed to enroll until you meet all prerequisites for the course.

(U//~~FOUO~~) Note that you may be required to have specific clearance(s) to take this course. Please ensure that you have acquired these accesses before you enroll in the course.

(U) Work with your supervisor and Skill Community Director to ensure that your Learning Request is aligned with your Individual Development Plan (IDP). Your supervisor is also receiving this notification. As part of the overall requirements gathering process, supervisors need to review all Learning Requests of their direct reports. If the supervisor does not agree with a Learning Request from a direct report, the supervisor should contact the direct report and have the individual delete the Learning Request from their account. Training representatives also have the authority to modify Learning Requests and can follow the step-by-step instructions provided on the ADET Requirements web page:

(U) If you have questions about the requirements process, you can find many of the answers on the ADET Requirements web page:

You may also submit an ADET online ticket for assistance:

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06436

(U) Thanks again for your participation in the NSA/CSS Training Requirements Process. We look forward to your enrollment once you have been notified that the class has been scheduled.

(U//~~FOUO~~) Please do not reply to this email as no routing will occur.

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06437

Gotham file

From:
Sent: Monday, June 25, 2012 9:10 AM
To:
Subject: (U) FW: Supervisor Approval [Incident:

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

FYI – When gets a chance could she look into this, please?
Thanks!

(b)(3)-P.L. 86-36
(b)(6)

(b)(3)-P.L. 86-36

Subject
Supervisor Approval

Discussion Thread
Response

06/22/2012 02:18 PM

Your supervisor is listed as in . If you just submitted the requirement, your supervisor won't receive the email notifying him until close of business today (when the emails are sent). If it's been more than a day, your supervisor can go to "go itp approval" and approve your requirement there.

Thank you,

Customer

06/22/2012 01:49 PM

My ticket says it is awaiting my supervisor's approval, but my supervisor has not seen the ticket. Is there a way to find out who the training approval went to? or resend so it gets to my supervisor?
Thanks

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06438

My SF 86 file
Gotham file

From: [redacted]
Sent: Monday, June 25, 2012 11:52 AM
To: [redacted]
Subject: RE: (U) Information package for TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Just to confirm. The group will drive to [redacted] to the secure compound. The one [redacted] has gone through before.
They will have badges for all of you there.
Drive to the north entrance to the reserve parking spot (construction at the south entrance)
I will meet the group in the north Lobby (look for the guy with glasses and a beard)

If there are any issues call me at [redacted] (group number)

Have a good trip.

[redacted]

(b) (3)-P.L. 86-36
(b) (6)

[redacted] (b) (3)-P.L. 86-36

(U//~~FOUO~~)

[redacted]

From [redacted]
Sent: Friday, June 22, 2012 10:02 AM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) Information package for TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Not sure how long it will take to go through everything but the agenda has check-in from 0800-0830.
Let's plan to meet at 0800 in the North Lobby unless you recommend differently.

I will call you when we are leaving the hotel on Tuesday morning or if anything changes between now and Tuesday.

There will be a total of 4 with [redacted]

[redacted]

[redacted]

Release: 2018-13
NSA: 06439

Just so I'm clear, we bypass VCC and go straight to the North Lobby from the parking lot? How do we get our badges? In the lobby?

U//~~FOUO~~

(b)(3)-P.L. 86-36

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files:

From:
Sent: Friday, June 22, 2012 11:55 AM
To:
Cc:
Subject: RE: (U) Information package for TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Yes, that is normally how it works. Do you want me to meet her at the North Lobby?

(U//~~FOUO~~)

From:
Sent: Friday, June 22, 2012 9:49 AM
To:
Cc:
Subject: FW: (U) Information package for TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

was given the Distinguished Visitor parking and packet so I was told she doesn't go to the Visitor Center but will be able to go straight to the North Lobby. Is that correct?

Thanks,

(b)(3)-P.L. 86-36
(b)(6)

Release: 2018-13
NSA: 06440

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Friday, June 22, 2012 11:05 AM
To: [redacted]
Cc: [redacted]

Subject: RE: (U) Information package for TDY to Denver

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

Arrangement has been made for [redacted] *to meet* [redacted] *etal at the visitor center on the 26th and 27th of June.*

Cheers,

(b)(3)-P.L. 86-36

[redacted]

(U//~~FOUO~~) [redacted]

[redacted]

[redacted]

(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06441

My 3 yr PST folder
Dec 12 file

From: [redacted]
Sent: Tuesday, December 18, 2012 9:14 AM
To: [redacted]
Cc:
Subject: (U) Need to speak with you re [redacted] please call

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06442

Dec 12 file

From: [redacted]
Sent: Friday, December 28, 2012 8:31 AM
To: [redacted]
Subject: RE: (U) [redacted] - 31 Dec

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

Hi [redacted]

I don't know yet... I'll send out a message after [redacted] gets in later this morning.

Thank you,

[redacted]

[redacted]

Dropbox: [redacted]

From: [redacted]
Sent: Thursday, December 27, 2012 3:40 PM
To: [redacted]
Subject: (U) [redacted] - 31 Dec

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted]

Is there going to be an [redacted] on 31 Dec? Is there a topic?

Thanks,

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06443

Release: 2018-13
NSA: 06444

Doc ID: 6646701

My Stuff PST Folder
Dec 12 file

From: [redacted]
Sent: Friday, December 28, 2012 12:09 PM
To: [redacted]
Subject: (U) Need 15-30 minutes on [redacted] calendar for [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Need to brief her on [redacted] prior to January 10th. 8th or 9th would work for me ☺

(U//~~FOUO~~)

[redacted]

(b) (3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b) (3)-P.L. 86-36
(b) (6)

Release: 2018-13
NSA: 06445

From: [redacted]
Sent: Tuesday, September 03, 2013 10:39 AM
To: [redacted]
Subject: RE: (U) [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Thank you!

[redacted]

(b)(3)-P.L. 86-36
(b)(6)

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Tuesday, September 03, 2013 10:17 AM
To: [redacted]
Subject: FW: (U) [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

FYI below. Until the new Office Manager gets in, more than likely, [redacted] will be answering the phones and scheduling meetings with [redacted] so I provided her with a little guidance.

If there is something you would like to change, let me know.

I talked to [redacted] and he said "contractors" do not scheduled or talk to [redacted] here. (ugh!)

Thanks

[redacted]

Release: 2018-13
NSA: 06446

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Tuesday, September 03, 2013 10:15 AM
To: [redacted]
Cc: [redacted]
Subject: (U) Meetings with [redacted]

Classification: UNCLASSIFIED/~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

[redacted] (b)(3)-P.L. 86-36

Since today is [redacted] last day, I assume you will be scheduling meeting with [redacted]

Please know that she only wants meetings with [redacted] on Tues/Thurs from 1530 - 1700 for 30 minutes only. Please make [redacted] and [redacted] aware of [redacted] visit's the day prior so they can provide you with the information for the folder that will go to [redacted] the morning of the [redacted] visit.

When scheduling, please place the following information in the notes of the calendar:

1 - Names of [redacted] personnel attending and a POC and phone number

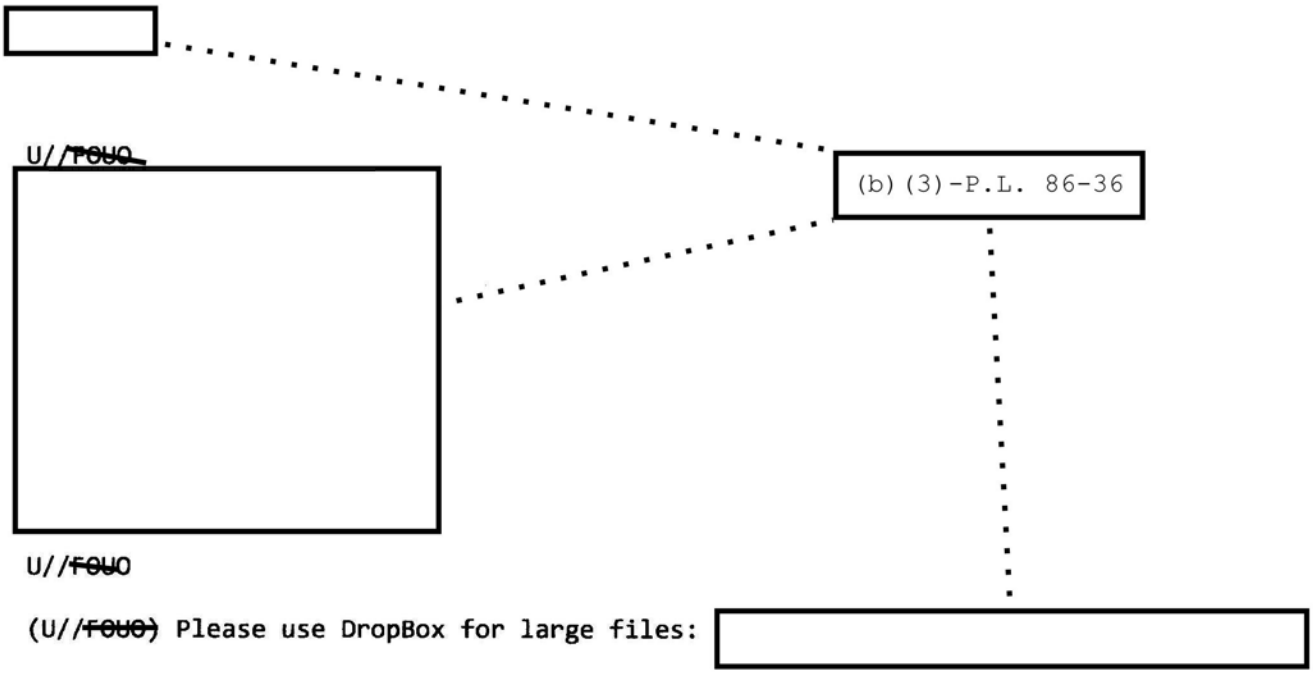
2 - If a VR is needed, the approval number

3 - Topics of discussion

4 - If they plan to come with a package, always get a read ahead NLT 48 hours prior to the meeting date.

Release: 2018-13
NSA: 06447

Please let me know if you have any questions.



U//~~FOUO~~

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files:

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Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONL~~Y

Release: 2018-13
NSA: 06448

From: [redacted]
Sent: Wednesday, September 04, 2013 6:01 PM
To: [redacted]
Subject: FW: (U) Meeting request

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

Sorry~

[redacted]

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Wednesday, September 04, 2013 6:00 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) Meeting request

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

Go ahead…rub it in…

Of course! [redacted] will reach out to you tmrw.

[redacted]

From: [redacted]

Release: 2018-13
NSA: 06449

Sent: Wednesday, September 04, 2013 5:54 PM
To: [redacted]
Subject: (U) Meeting request

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Good afternoon. I was hoping to get on your calendar one day next week for a little career guidance (plus to tell you how much REO and Styx rocked!!).

Thanks.

(b)(3)-P.L. 86-36

===[redacted]

(U//~~FOUO~~) [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06450

From: [redacted]
Sent: Monday, September 23, 2013 2:55 PM
To: [redacted]
Cc: [redacted]

Subject: RE: (U) Meet and Greet

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] (b)(3)-P.L. 86-36

A wonderful idea! [redacted] will reach out to you to coordinate a convenient date/time.

Sincerely,

[redacted]

[redacted] (b)(3)-P.L. 86-36
(b)(6)

From: [redacted]
Sent: Friday, September 20, 2013 12:00 PM
To: [redacted]
Subject: (U) Meet and Greet

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

As your schedule permits, I would like to arrange a meeting with you, a meet and greet. While we have work together, I

Release: 2018-13
NSA: 06451

have never worked for you. I have time next week, though I suspect with your ramp up as well as the end of fiscal year activities, that you may not have available time.

As part of our discussions, I would like to gain an understanding of your view of the [redacted] role and your expectations for the position. Further, would like to get an understanding of [redacted] policies, procedures, etc.

Thanks,

[redacted]

(b)(3)-P.L. 86-36

Please use Drop box for large files: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06452

From:
Sent: Tuesday, September 24, 2013 4:50 PM
To:
Cc:
Subject: RE: (U) Question - Offsite for

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

I would appreciate your working with to schedule an off-site for pre-Thanksgiving if possible, in spaces.

Sincerely,

(b)(3)-P.L. 86-36
(b)(6)

(b)(3)-P.L. 86-36

From:
Sent: Wednesday, September 18, 2013 3:03 PM
To:
Cc:
Subject: RE: (U) Question - Offsite for

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

Hi,

Humm … I agree with you… below is what I wrote ..I'm too verbose J

Release: 2018-13
NSA: 06453

It looks like we can use the conference rooms at [redacted]

What date would you like to set?

[redacted]

(U/~~FOUO~~)

[redacted]

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Wednesday, September 18, 2013 2:59 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) Question - Offsite for [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I was informed last week by [redacted] that the [redacted] Conference Room is available - am confused.

Sincerely,

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

[redacted]

Release: 2018-13
NSA: 06454

[redacted]

From: [redacted]
Sent: Wednesday, September 18, 2013 1:56 PM
To: [redacted]
Cc: [redacted]
Subject: (U) Question -Offsite for [redacted]

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

(b)(3)-P.L. 86-36

It looks like we can use the conference rooms at [redacted] You had mentioned you would like an Offsite in November. Would you like [redacted] and I to setup an off-site for early November?

[redacted]

(U//~~FOUO~~)

[redacted]

From: [redacted]
Sent: Friday, September 13, 2013 5:56 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) Need Info for [redacted]

Hello [redacted]

Great to hear from you and welcome aboard. Reference the conference rooms, yes we do have several conference rooms that are available to the Govt to use as part of the contract. We have the following available:

Release: 2018-13
NSA: 06455

- 15-person unclassified room with computer projector and internet access
- 25-person unclassified room with computer projector and internet access (currently tied-up until the end of Oct)
- 15-person TS/SCI capability with NSAnet, computer projector and secure phones (0600-2000)
- 25-person TS/SCI capability with NSAnet, computer projector and secure phones (0600-2000)

The address of the facility is:

(b)(3)-P.L. 86-36

Pls let [redacted] know that you are welcome to use them whenever you need and I will set-up the schedule.

(b)(3)-P.L. 86-36
(b)(6)

Thanks,

[redacted]

From: [redacted]
Sent: Friday, September 13, 2013 4:14 PM
To: [redacted]
Cc: [redacted]
Subject: (U) Need info for [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06456

Hi,

(b)(3)-P.L. 86-36
(b)(6)

I'm not sure if you remember me, I am the current Chief of Staff in [redacted] I am moving to [redacted] to join [redacted] as her CoS.

[redacted] has asked that I get in touch with you to see if under the [redacted] contract we can use conference rooms at your facility.

Let me know when you are available.

Have a great weekend!

[redacted]

(b)(3)-P.L. 86-36

(U//~~FOUO~~)

[redacted]

Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06457

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06458

Subject: //UPDATED TIME// (U) Sync Mtg w [redacted]
Location: [redacted] Office

Start: Fri 10/11/2013 3:00 PM
End: Fri 10/11/2013 4:00 PM
Show Time As: Tentative

Recurrence: Weekly
Recurrence Pattern: every Friday from 9:00 AM to 10:00 AM

Meeting Status: Not yet responded

Organizer: [redacted]
Required Attendees: [redacted]

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

10/10/13 – Meeting may not happen but had to be moved due to conflict - [redacted]

(b)(3)-P.L. 86-36
(b)(6)

(U) Calendar sync with [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06459

From: [redacted]
Sent: Thursday, October 17, 2013 10:18 AM
To: [redacted]
Subject: RE: (U) In Case of Government Shutdown

Hi [redacted]

Obviously you probably don't need this list now, but perhaps in Jan-Feb when we face this again.

[redacted] (b) (6)
[redacted]

[redacted]

(b) (3)-P.L. 86-36

From: [redacted]
Sent: Wednesday, October 16, 2013 4:15 PM
To: [redacted]
Subject: (U) In Case of Government Shutdown

Classification: UNCLASSIFIED/~~FOR OFFICIAL USE ONLY~~

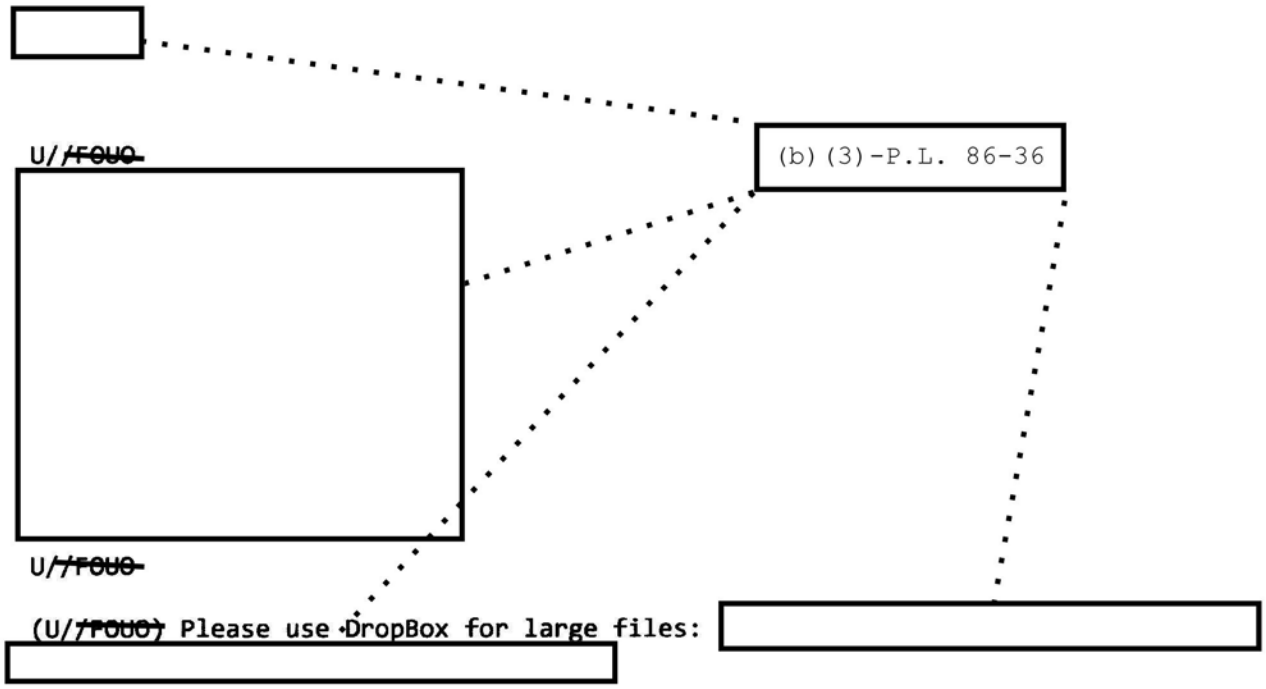
[redacted]

We are creating a call down list for those on the excepted list for [redacted]

Please provide your off-duty contact number.

Thanks,

Release: 2018-13
NSA: 06460



Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06461

From:
Sent: Thursday, October 17, 2013 2:34 PM
To:
Cc:
Subject: RE: (U) Meet and Greet
Attachments: image001.png

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

(U) How does the 22 or 24th work for the same time at 0900 in office?

Thanks,

(b)(3)-P.L. 86-36

(U//~~FOUO~~)

Current Status:

Have a large file? Put it in my dropbox

To check the status of your Click on this link

(U//~~FOUO~~)

(b)(6)

Release: 2018-13
NSA: 06462

From:
Sent: Thursday, October 17, 2013 2:32 PM
To:
Cc:
Subject: RE: (U) Meet and Greet

Classification: UNCLASSIFIED/~~FOR OFFICIAL USE ONLY~~

My apologies

Please reschedule for next week.

Thanks,

(b)(3)-P.L. 86-36

U/~~FOUO~~

U/~~FOUO~~

(U/~~FOUO~~) Please use DropBox for large files:

From:
Sent: Thursday, October 17, 2013 2:26 PM
To:
Cc:
Subject: RE: (U) Meet and Greet

Classification: UNCLASSIFIED/~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06463

[redacted]

I hope things have settled down. Any chance of rescheduling my meeting with [redacted] originally scheduled for 3 October?

Regards,

[redacted]
(b)(3)-P.L. 86-36
(b)(6)

[redacted]

[redacted]
(b)(3)-P.L. 86-36

Please use Drop box for large files: [redacted]

From: [redacted]
Sent: Tuesday, October 08, 2013 11:32 AM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) Meet and Greet

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted]

I will provide dates once things get settled here. It has been very hectic and lots of things are moving around.

Thanks

Release: 2018-13
NSA: 06464

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Tuesday, October 08, 2013 9:13 AM
To: [redacted]
Subject: RE: (U) Meet and Greet

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Can we reschedule the Meet and Greet with [redacted] that was originally scheduled for 3 October?

Thanks,

[redacted]

(b)(3)-P.L. 86-36
(b)(6)

Release: 2018-13
NSA: 06465

[redacted]

Please use Drop box for large files: [redacted]

From: [redacted]
Sent: Tuesday, September 24, 2013 1:17 PM
To [redacted]
Cc: [redacted]
Subject: RE: (U) Meet and Greet

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

Hi [redacted]

[redacted] has the following openings next week:

(b)(3)-P.L. 86-36
(b)(6)

Wed, 2 Oct/1100

Thurs, 3 Oct/0900 or 1200

Fri, 4 Oct/1000-1200 or 1500 - 1600

Thanks,

[redacted]

U/~~/FOUO~~

[redacted]

U/~~/FOUO~~

Release: 2018-13
NSA: 06466

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Monday, September 23, 2013 2:55 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) Meet and Greet

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

A wonderful idea! [redacted] will reach out to you to coordinate a convenient date/time.

Sincerely,

[redacted]

[redacted]

(b)(3)-P.L. 86-36
(b)(6)

From: [redacted]
Sent: Friday, September 20, 2013 12:00 PM
To: [redacted]
Subject: (U) Meet and Greet

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Release: 2018-13
NSA: 06467

As your schedule permits, I would like to arrange a meeting with you, a meet and greet. While we have work together, I

have never worked for you. I have time next week, though I suspect with your ramp up as well as the end of fiscal year activities, that you may not have available time.

As part of our discussions, I would like to gain an understanding of your view of the [redacted] role and your

expectations for the position. Further, would like to get an understanding of [redacted] policies, procedures, etc.

Thanks,

[redacted]

(b)(3)-P.L. 86-36

Please use Drop box for large files: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06468

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06469

From:
Sent: Thursday, October 17, 2013 3:38 PM
To:
Subject: RE: (U) Schedules Updates after 4 p.m.
Attachments: image001.png

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Red Category

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Okay thank you

(U//~~FOUO~~)

(b)(3)-P.L. 86-36

Current Status:

Have a large file?.Put it in my dropbox

To check the status of your EAOs and MIPRs, Click on this link

(U//~~FOUO~~)

(b)(6)

From:

Release: 2018-13
NSA: 06470

Sent: Thursday, October 17, 2013 3:37 PM
To: [redacted]
Subject: FW: (U) Schedules Updates after 4 p.m.
Importance: High

Classification: UNCLASSIFIED/~~FOR OFFICIAL USE ONLY~~

[redacted]

This was meant for you, see below.

Thanks

[redacted] (b)(3)-P.L. 86-36

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Wednesday, October 16, 2013 6:09 PM
To: [redacted]
Cc: [redacted]
Subject: (U) Schedules Updates after 4 p.m.
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

Release: 2018-13
NSA: 06471

[redacted] (b)(3)-P.L. 86-36

I have asked [redacted] to incorporate any post 4 p.m. schedule updates directly to the calendar and then reprint for [redacted] and I for the following day. Upon your arrival in the a.m. you will resume management of the daily calendars.

Sincerely,

[redacted] (b)(3)-P.L. 86-36
(b)(6)

[redacted]

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06472

From:
Sent: Friday, October 18, 2013 10:37 AM
To:
Cc:
Subject: (U) Schedule for wk of 21-25 Oct

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Questions about upcoming meetings??
Type [redacted] in your browser and click on the "calendar" button for the most current information on the [redacted] schedules & topics.

All -

Following is the [redacted] schedule for next week:

Date: Monday, 21 Oct CANCELLED

Time: 1000 - 1200

Room: [redacted]

(b)(3)-P.L. 86-36

Date: Wednesday, 23 Oct

Time: 1300 - 1500

Room: [redacted]

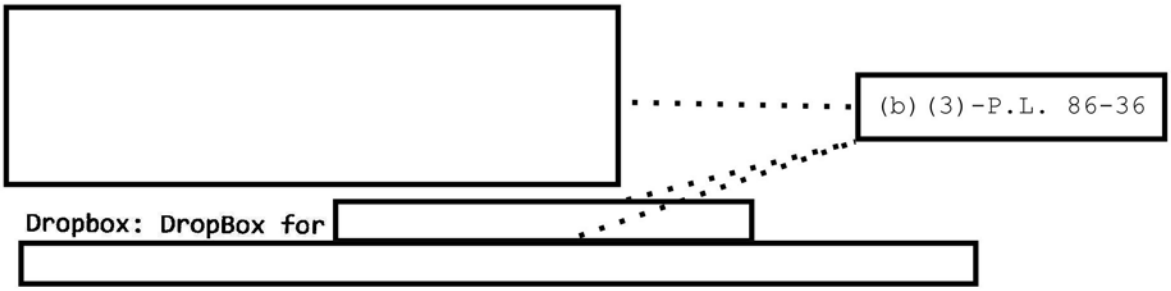
Topic: [redacted] check on various topics

Read Aheads: None

Thank you,

[redacted]

~~~
~~~



Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06474

From: [redacted]
Sent: Friday, October 18, 2013 11:38 AM
To: [redacted]
Subject: RE: (U) time on [redacted] calendar

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

[redacted]

I'm pretty free on Friday.

(b)(3)-P.L. 86-36
(b)(6)

==[redacted]

From: [redacted]
Sent: Thursday, October 17, 2013 4:22 PM
To: [redacted]
Subject: RE: (U) time on [redacted] calendar

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Boy I'm telling you. Must be telepathy because not 30 minutes ago, I sent a note to our admin about rescheduling you.

But since she's not here, let's see what is good for you:

Tues/22 Oct between 1030 - 1200

Wed, 23 Oct between 0800 - 0930; 1100- 1300

Fri, 25 Oct between 1000 - 14500 and after 1500

Sorry about the delay.

[redacted]

Release: 2018-13
NSA: 06475

U//~~FOUO~~

(b)(3)-P.L. 86-36

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files:

From:
Sent: Thursday, October 17, 2013 4:02 PM
To:
Subject: (U) time on calendar

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Now that the furlough brew-ha-ha is all done (at least for now), can I schedule a few minutes on

calendar? What days are generally best? Thanks.

===

(U//~~FOUO~~) 367-3073(s)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06476

From: [redacted]
Sent: Friday, October 18, 2013 2:41 PM
To: [redacted]
Cc:
Subject: RE: (U) NEED RESPONSE ASAP - Invite to WIIG Event

Classification: UNCLASSIFIED~~//FOR OFFICIAL USE ONLY~~

[redacted]

Please add my name to the list and let me know if any additional information is needed.

Thanks!

[redacted]

From: [redacted]
Sent: Friday, October 18, 2013 1:21 PM
To: [redacted]
Subject: (U) NEED RESPONSE ASAP - Invite to WIIG Event

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

All,

Sorry for the quick turn-around but we may be able to get more tickets for this event and [redacted] wanted to extend the invite for this WIIG event to you.

Twice a year the AFCEA Women's in Intelligence Group (WIIG) host's a panel discussion that includes some of the senior women throughout the Intelligence Community to include a Senior Level female Industry partner(s). This is a chance to hear their perspective on selected topics and also get a chance to talk to them afterwards and network. One of the panel members for this event is our very own [redacted]. The theme for this

Release: 2018-13
NSA: 06477

discussion is "Women in Leadership" and they will answer questions pertaining to this topic. If there is time, they will open the floor for additional questions.

You will not be required to do anything but attend. The event is 2 hours long but [redacted] will give you 59 minutes to account for your time on your timesheets.

It is a women attended event therefore [redacted] extends the invitation to females in leadership positions. It is hosted by Industry and is a forum for government and Industry partners to get together to share their experiences and touch on anything that may be going on at the time. Like the [redacted] and [redacted] it is an information sharing opportunity.

Information:

Date: 7 November

Time: 0930 - 1130

Location: Lockheed Martin

7100 Standard Drive

Hanover, MD 21076

More information forthcoming once I get confirmation of attendance.

We usually get 10 tickets held for Doreen so I will need to know quickly if you can make it.

Please feel free to give me a call if you have any questions.

Thanks

[redacted]

U//~~FOUO~~

[redacted]

(b)(3)-P.L. 86-36
(b)(6)

(b)(3)-P.L. 86-36

(b)(3)-P.L. 86-36

Release: 2018-13
NSA: 06478

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted] (b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06479

From:
Sent: Monday, October 21, 2013 4:16 PM
To:
Subject: RE: (U) Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

From:
Sent: Monday, October 21, 2013 3:48 PM
To:
Subject: RE: (U) Question

(b)(3)-P.L. 86-36
(b)(6)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06480

[redacted]

Yes, [redacted] however I am going to see what she is thinking. I hope you don't mind me sticking my nose in it.

In the meantime, what are you thinking you want to do. Do you want to stay in [redacted]

(b)(3)-P.L. 86-36
(b)(6)

(b)(3)-P.L. 86-36

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Monday, October 21, 2013 3:12 PM
To: [redacted]
Subject: RE: (U) Question

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

Release: 2018-13
NSA: 06481

[redacted]

(b)(3)-P.L. 86-36

From: [redacted]
Sent: Monday, October 21, 2013 2:48 PM
To: [redacted]
Subject: RE: (U) Question

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

[redacted]

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

[redacted]

U//~~FOUO~~

[redacted]

U//~~FOUO~~

(U//~~FOUO~~) Please use DropBox for large files: [redacted]

From: [redacted]
Sent: Monday, October 21, 2013 2:28 PM
To: [redacted]
Subject: RE: (U) Question

Release: 2018-13
NSA: 06482

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted]

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

[redacted]

So there you have it. How did you hear - from my note to [redacted]

[redacted]

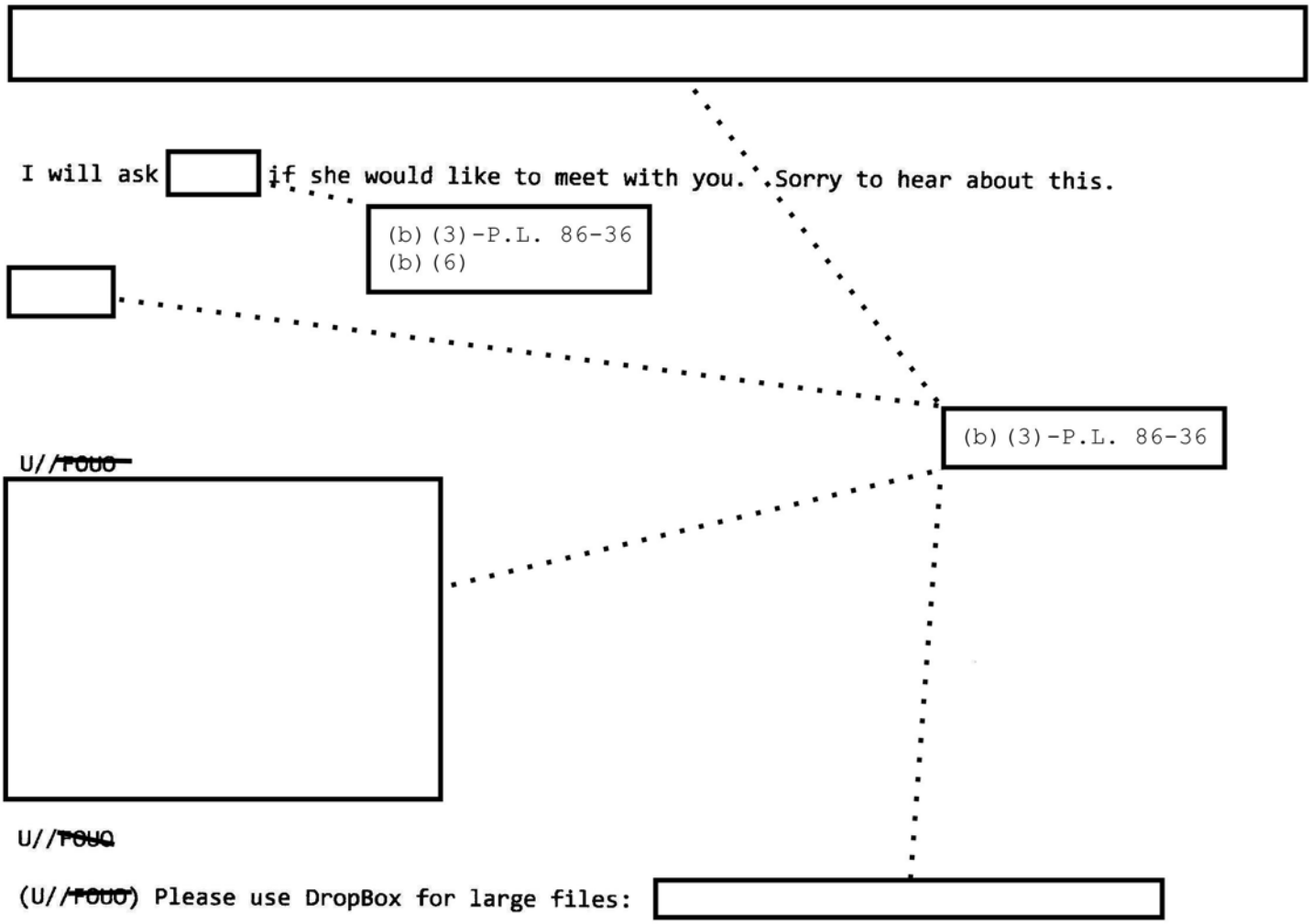
From: [redacted]
Sent: Monday, October 21, 2013 1:32 PM
To: [redacted]
Subject: (U) Question

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hi [redacted]

Release: 2018-13
NSA: 06483



Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06484

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED/~~/FOR OFFICIAL USE ONLY~~

Release: 2018-13
NSA: 06485

Doc ID: 6646701

(U) APPENDIX E

(U) Response to the Tentative Conclusions and Related Emails

Release: 2018-13
NSA: 06486

(b)(3)-P.L. 86-36

From:
Sent: Friday, October 10, 2014 1:28 PM
To:
Cc:
Subject: (U) Reclama - RE: (U) Response - RE: (U) Results of OIG Inquiry
Attachments: IG Reclama_1001014.doc

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Please find my reclama to the subject inquiry. I have copied my supervisors for their awareness.

Sincerely,

From:
Sent: Thursday, October 02, 2014 3:49 PM
To:
Cc:
Subject: RE: (U) Response - RE: (U) Results of OIG Inquiry
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36
(b)(6)

I will be providing additional information relative to the inquiry NLT the 10 October date.

Sincerely,

From:
Sent: Thursday, October 02, 2014 3:44 PM
To:
Cc:
Subject: RE: (U) Response - RE: (U) Results of OIG Inquiry

Release: 2018-13
NSA: 06487

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

If you plan to submit additional information, please send it to us by Friday, 10 October 2014. I will be out of the office. Therefore, if you have any questions, please contact either [redacted] or [redacted] (both cc'd on this message).

Thank You,

[redacted]

(b) (3)-P.L. 86-36
(b) (6)

[redacted]
Senior Investigator
Investigations, D14
Office of the Inspector General
963-0920s, [redacted] Suite 6247

PRIVACY SENSITIVE - any misuse or unauthorized disclosure may lead to disciplinary action

---

From [redacted]
Sent: Thursday, October 02, 2014 3:30 PM
To: [redacted]
Cc: [redacted]
Subject: RE: (U) [redacted] Response - RE: (U) Results of OIG Inquiry
Importance: High

(b) (3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

I have just left another message on your voice mail; I have no phone message responding to my voice mail of this morning.

To summarize, I have essentially been out of the office since 9/12 with an out-of-office on. Am not sure why you didn't receive in response to your email messages. So I acknowledge receipt of your email on 9/10 but, unfortunately, did not see it before my departure on 2+ weeks of leave. It is true that I was called into work during the week of 9/15 (the following week) but I did not receive a phone message from you or [redacted] asking about your 9/10 note, nor did I take the opportunity to catch up on email.

All said, If I had seen your note prior to my leave I would have responded with the same note below reclama'ing the 2nd, 3rd and 5th paras of the findings. I respectfully request the case be recalled from Employee Relations to allow me the opportunity to engage in the process. I will be at work at 8 a.m. tomorrow morning and will call you at that time to engage personally.

Sincerely,

[redacted]

[redacted]

Release: 2018-13
NSA: 06488

From:
Sent: Thursday, October 02, 2014 2:57 PM
To:
Cc:
Subject: RE: (U) Response - RE: (U) Results of OIG Inquiry

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

I did not receive an out of office response when I first notified you of the results of the inquiry on 9/10 and requested a response by 9/23.

Similarly, I did not receive an out of office response to the follow up email I sent on 9/24.

On 9/24, I spoke to a member of your front office who advised that you were expected to start leave on 9/18 or 9/19, but you were in the office for several hours on 9/19.

Because we received neither a response with new information requiring additional investigation nor a request for a deadline extension, we completed our investigation and forwarded the results to Employee Relations. Please let us know if you have any questions.

Thank You,

(b) (3)-P.L. 86-36

(b) (3)-P.L. 86-36
(b) (6)

Senior Investigator
Investigations, D14
Office of the Inspector General
963-0920s, Suite 6247

PRIVACY SENSITIVE - any misuse or unauthorized disclosure may lead to disciplinary action

From:
Sent: Thursday, October 02, 2014 12:52 PM
To:
Cc:
Subject: (U) Response - RE: (U) Results of OIG Inquiry
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

This note follow-up the phone message I just left with you.

I have been on annual leave for the past few weeks just returning today. My out-of-office was on so you should have received the notifications. As such, I was not afforded an opportunity to reclama the findings of the investigation and respectfully request the opportunity to do so at the earliest convenience.

Release: 2018-13
NSA: 06489

I specifically reclama everthing in the 2nd, 3rd and 5th paragraphs. Details were provided regarding the one-time access to my email password (to support my management's requirement) which was then promptly mitigated (ref the 4th para).

Sincerely,

[redacted]

[redacted]

(b) (3)-P.L. 86-36
(b) (6)

From: [redacted]
Sent: Wednesday, September 24, 2014 10:21 AM
To: [redacted]
Subject: RE: (U) Results of OIG Inquiry
Importance: High

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

[redacted]

The OIG did not receive a response to the below email. It is your decision as to whether to comment or provide additional information. However, if you do intend to provide a response, it must be received by 1600 today.

Thank You,

[redacted]

(b) (3)-P.L. 86-36

From: [redacted]
Sent: Wednesday, September 10, 2014 1:51 PM
To: [redacted]
Subject: (U) Results of OIG Inquiry

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(U) [redacted]

(U//~~FOUO~~) This is to notify you of the tentative conclusions reached in the OIG inquiry into allegations that you misused a contractor, [redacted] to perform personal services and inherently governmental functions. It was further alleged that you misused Agency Information Systems (ISs) by providing [redacted] the password to your classified computer account. In accordance with the investigative process, we are affording you the opportunity to comment on the tentative conclusions and/or offer additional information before we close our inquiry. Your comments will be given full consideration in reaching our final conclusions.

(U//~~FOUO~~) The contract for which [redacted] performed her work was not an authorized personal services contract, although it included Management Support. However, neither of the Technical task orders (TTOs) to which [redacted] was assigned included provision of general Management Support as an allowable activity. The investigation disclosed that [redacted] regularly performed administrative tasks outside the scope of the [redacted] duties described in her labor category. Because these administrative tasks, many of which were performed with your knowledge or at your specific request, fell under Management Support, they exceeded the scope of the TTOs.

Release: 2018-13
NSA: 06490

(U//~~FOUO~~) We also found that you treated [redacted] as a Government employee and tasked her to perform personal services inappropriate to the contract. For example, [redacted] had read access to your Agency classified email account, handled the logistics for your Temporary Duty Travel (TDY), completed and submitted your Request and Travel Authorization/Expense report (RTA), regularly scheduled and deconflicted your meetings, and served as facilitator to those seeking to meet with you or obtain your approval of non-acquisition related documents and activities. You also gave [redacted] the password to your classified computer account on a regular basis so that [redacted] could access information on your behalf. The investigation found insufficient evidence to conclude that [redacted] performed inherently governmental functions.

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that you misused Agency ISs by providing [redacted] the password and, therefore, access, to your classified computer account, in violation of the NSA/CSS Policy Manual 6-3, Chapter 2, §4.j, and the NSA/CSS Personnel Management Manual, Chapter 366, §2-3(A)(6) and §2-4.

(U//~~FOUO~~) The preponderance of the evidence also supports the conclusion that you tasked [redacted] to perform work that was outside her labor category and exceeded the scope of the relevant TTOs, thereby creating the potential for an unauthorized commitment, as defined by the Federal Acquisition Regulation, Part 1. Further, the preponderance of the evidence supports the conclusion that you employed personal services in excess of that authorized by law and in doing so created a potential violation of the Antideficiency Act, 31 U.S.C. §1342.

(U//~~FOUO~~) We request your comments by close of business, 23 September 2014. Once the OIG final conclusions are reached, a report will be issued for appropriate action. With the exceptions of today, the afternoon of 12 September, and all day on 15 September 2014, I will be out of the office and unavailable. Therefore, if you have any questions, please contact [redacted] Assistant Inspector General for Investigations, by email [redacted] or telephone (963-0921).

Thank You,

[redacted]

[redacted] (b)(3)-P.L. 86-36

Senior Investigator
Investigations, D14
Office of the Inspector General
963-0920s, [redacted] Suite 6247

PRIVACY SENSITIVE - any misuse or unauthorized disclosure may lead to disciplinary action

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Release: 2018-13
NSA: 06491

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NSA: 06492

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(b)(6)

IG Reclama, 10 October 2014

I respectfully disagree with the results of the OIG inquiry into allegations of misuse of Agency information systems, personal services and inherently governmental functions, and request that you take into consideration my reclama and additional information provided within this response prior to a final determination being made.

FAR 37.104, Personal Services Contracts, provides a set of descriptive elements to be used as a guide in assessing personal services (below). The first five are applicable to the services provided by under the However, I did not directly or indirectly supervise at any time in order for her to provide those services, reference Element 6.

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FAR 37.104 Personal Services Contract s
(d) The following descriptive elements should be used as a guide in assessing whether or not a proposed contract is personal in nature:
(1) Performance on site.
(2) Principal tools and equipment furnished by the Government.
(3) Services are applied directly to the integral effort of agencies or an organizational subpart in furtherance of assigned function or mission.
(4) Comparable services, meeting comparable needs, are performed in the same or similar agencies using civil service personnel.
(5) The need for the type of service provided can reasonably expected to last beyond 1 year.
(6) The inherent nature of the service, or the manner in which it is provided, reasonably requires directly or indirectly, Government direction or supervision of contractor employees in order to—
(i) Adequately protect the Government's interest;
(ii) Retain control of the function involved; or
(iii) Retain full personal responsibility for the function supported in a duly authorized Federal officer or employee.

I did not mis-use to perform personal services. From May 2009 through August 2013, the

This created a significant daily workload for both the development and review of the full range of Within a single day, it was not surprising to have significant size/length requiring review. services, along with those of the two other positions provided under the contract, contributed greatly to managing the workload and providing high quality, on time deliverables by the internal and external Agency stakeholders. Simply put, with the tremendous work load shouldered by the office along with a full meeting schedule, it was often impossible for me to engage with even the 2-3 times daily to accept/reject finished product as deemed reasonable by GC guidance.

I did not task to perform work outside the scope of the Contract or TTO. The Technical Task Order (TTO) descriptions correctly list the services provided by to the and

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[redacted] that I led. The first TTO, under which [redacted] performed for four years, included [redacted] These tasks required no direct or indirect oversight by myself. The routine of the office to meet formal actions, coupled with deliverables driven by fiscal and programmatic cycles set the priorities for any given day or week.

I did not treat [redacted] as a Government employee. General management support of the [redacted] and [redacted] were provide by the Office Manager and Chief of Staff (CoS), both government positions. The Office Manager is responsible for schedule and meeting management, TDY planning, RTA preparation and processing. This position also had primary responsibility for accessing my email to keep me apprised of time-sensitive senior management requests while out of the office. The CoS was responsible for overall management of the office to include the Registry function to include timely responses to all formal actions for the [redacted] duties *did* require regular interaction with these personnel to ensure the finalization of [redacted] deliverables, as well as the coordination of meetings associated with those deliverables. Calendar management to include automated invitations, conference room coordination and calendar publication were the responsibility of the Office Manager and CoS. The ACEs for the Office Manager and CoS document their respective responsibilities and the "EXCELLENT" scores received for their work. These include the specific functions of email management, TDY, RTA, calendar management and meeting coordination.

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Not asked during the interview, [redacted] did provide primary assistance to the [redacted] and [redacted] in coordinating a TDY where we represented NSA [redacted]. I recognized that this task might be possibly viewed as outside the scope of the TTO and therefore engaged the COR in discussion, ultimately leading to a request to the CO for approval. That approval was received by the CO, enabling this one-time support.

[redacted] did not perform other than [redacted] All work performed by the [redacted] is directly [redacted] related as the [redacted] is responsible for [redacted] There are no [redacted] related activities, so [redacted] could not, in fact perform [redacted] related functions.

I did not give [redacted] the password to my classified computer account on a regular basis so she could access information on my behalf. I did not misuse Agency Information systems, but rather complied with the process for ensuring password privacy. As shared during my interview, I did, in an instance I deemed an emergency situation, provided my password to [redacted] in order to facilitate a time-sensitive response to my management. I then changed my passwords immediately upon arriving back at the office the following morning. The request was received late in the day, I was off-site, the

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originator was not able to resend the encrypted email and she was the last person leaving the [redacted] Front Office catching the call. I had never shared my password before and it has never been shared again with either a government employee or contractor.

I did not allow [redacted] to perform inherently governmental functions. She was not tasked nor performed any of the following:

- Supervise government employees
- Prepare performance appraisals of government employees
- [redacted]
- Select or not select individuals for federal employment

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At no time, interacting with [redacted] or any of the numerous other [redacted] and non [redacted] contractors have I acted or operated inconsistent with the FAR 37.104, the rules for Inherently Governmental functions, or associated DoD, DNI, Agency guidelines. Additionally, as shared during my interview and in the aforementioned reclama, I have pro-actively sought out assistance from GC and the Office of Contracting on at least two occasions to ensure consistency of action with policy, made corrections where needed, and have responded to this IG request candidly and with the utmost honesty.

I take the IG determination very seriously. It is extremely upsetting to receive such an accusation. I [redacted] operating in accordance with policy and guidance received from GC, the Office of Contracting and the principles of Government/Contractor Relations, without issue. One month into my [redacted] position an IG complaint is made, the same office where a similar allegation was made against the previous [redacted] It leads me to believe there is a connection between the two and that the allegations may have even come from the same disgruntled government employee [redacted]

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In summary,

- [redacted] and I interacted on a daily basis within the allowable bounds, I did not supervise her.
- [redacted] provided services within the scope of her TTOs; general management support was the purview of the Office Manager and CoS; CO Approval was received for one-time support to a DNI Conference.

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- [redacted] provided [redacted] related services only; the [redacted] is an [redacted] centric organization
- [redacted] was not provided access to my computer password on a regular basis; the password was provided one-time to read one message to support a time-sensitive request for information from Senior Management. I changed the password upon re-entering the office

I respectfully ask that you incorporate the information contained within this reclama into your final conclusion and clear me of all allegations. I also request that my reclama be included within the official file for the record and to support any subsequent reviews as part of the investigatory process.

Sincerely,

[redacted]

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