



provided are accurate, to include ensuring that all personnel security clearances associated with the contract have been terminated, except for those associated with an authorization by DOE for retention of documents or material requiring clearances.

**NOTE:** When possessing contracts are terminated, closeout is likely to involve a Security Termination Survey conducted by the CSO. This survey is intended to provide assurance that security interests have been relinquished.

### 3.0 References – Forms/Attachments/Exhibits

#### 3.1 Forms

- DOE F 470.1, Contract Security Classification Specification (CSCS)

### 4.0 Records Generated

Records generated through implementation of this procedure are identified as follows and are maintained by the originating office in accordance with the EMCBC Organizational File Plan:

<b>Records Category Code</b>	<b>Records Title</b>	<b>Responsible Organization</b>	<b>Quality Records Classification (Lifetime or Non-Permanent)</b>
ADM-18-08	Protection Program Administrative Records	Office of Technical Support & Asset Management	N/A

## **EMCBC RECORD OF REVISION**

### **DOCUMENT TITLE: Terminating Registrations**

If there are changes to the controlled document before the two-year review cycle, the revision number stays the same; one of the following will indicate the change:

**I** Placing a vertical black line in the left margin adjacent to sentence or paragraph that was revised; or

**I** Placing the words GENERAL REVISION at the beginning of the text. This statement is used when entire sections of the document are revised.

If changes and updates occur at the two-year review cycle, the revision number increases by one.

<b><u>Rev. No.</u></b>	<b><u>Description of Changes</u></b>	<b><u>Revision on Pages</u></b>	<b><u>Date</u></b>
0	Initial Procedure for MSD		8/23/12
1	Updated document with new identifier numbers	All	12/3/15
	Eliminated the phrase "the Office of Safeguards, Security and Emergency Services (OSSES), Savannah River"	Step 3	