

	Procedure	Last 12/04/2009 Modified: Handbook Modified <input type="checkbox"/> By: Readers:
--	------------------	-----------------------------------------------------------------------------------------------

Procedure: Statement of Reasons, Appeals, dated 03/19/2001	Date of Last Review: 03/19/2001
Applicable Documents:	Impacts:

Purpose: Statements of Reasons

Statement of Reasons

General

The Statement of Reasons (SOR) is required by both E.O. 12968 and . The purpose of the SOR is to inform applicants, contractors and employees who are determined to not meet the standards for access as comprehensive and detailed a written explanation of the basis for that conclusion. In addition, the SOR informs those eligible for an appeal of their additional rights to:

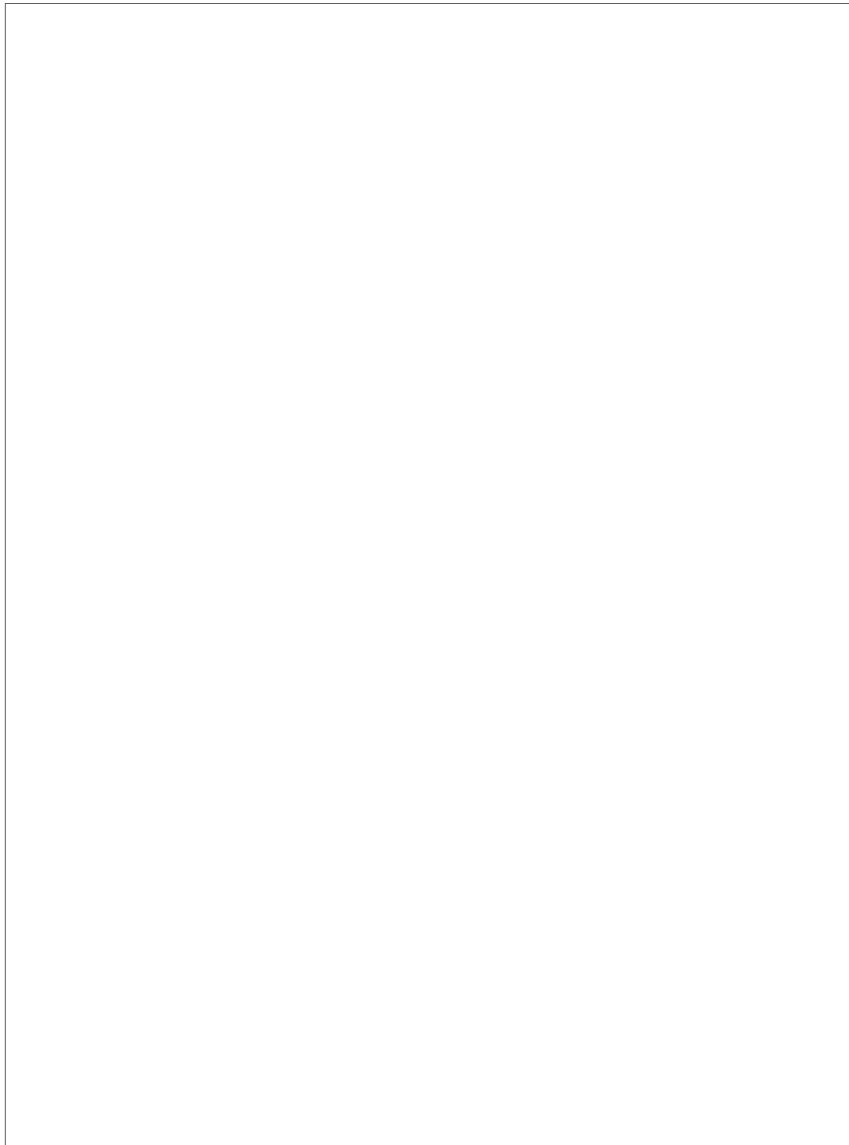
APPROVED FOR RELEASE <input type="checkbox"/> DATE: 10-25-2010

- A. be provided, upon request, a copy of the investigative file;
- B. at their own expense, be represented by counsel or other representative;
- C. reply, in writing, and request a review of the security decision;
- D. appear personally, at their own expense, to present relevant documents, materials and information;
- E. receive written notice of and reasons for the results of the review;
- F. provided an opportunity to appeal in writing to a high level panel comprised of at least three members, who of whom are from outside the security field.

SOR Structure

In the interest of ensuring that all those who are denied access to classified information, regardless of occupation or

education level, are fully informed of the reasons for the denial of access as well as their appeal rights, the SOR is divided into two distinct parts which are written in simple language. The first consists of the actual reasons for denial of access based upon the DCID issues which were applied to the adjudication. These reasons are taken directly from the Senior Case Manager or Assessment Board comments. Details of admissions from polygraph reports and/or subject interviews should be included along with applicable information from the background investigation or other investigative results so that issues which led to the security disapproval or revocation are clearly outlined. The second section of the appeal consists of a standardized set of bulletized instructions which are clear, concise and in simple language.



~~SECRET~~



~~SECRET~~