

**BY ORDER OF THE COMMANDER
SPACE LAUNCH DELTA 45**

**SPACE LAUNCH DELTA 45
INSTRUCTION 16-201**



2 JULY 2024

Operations Support

**FOREIGN DISCLOSURE AND
FOREIGN VISITOR ACCESS TO SPACE
LAUNCH DELTA 45**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements policies in Department of the Air Force Manual (DAFMAN) 16-201, Air Force Foreign Disclosure and Technology Transfer Program. It establishes specific requirements, duties, responsibilities, and procedures for granting official and unofficial foreign visitor access to Space Launch Delta 45 (SLD 45) installations and properties. This instruction is applicable to foreign visitors who desire to visit, utilize resources, participate in commercial operations, tour facilities or for any other official or unofficial reason. This publication applies to all SLD 45 personnel, tenant units and agencies. Violations of this instruction can be prosecuted under Article 92 of the Uniform Code of Military Justice (UCMJ), as well as any other applicable articles of the UCMJ, when appropriate. No authorization to disclose military information should be inferred. Release of information requires approval through the foreign disclosure process, which is covered in DAFMAN 16-201, Department of the Air Force Foreign Disclosure and Technology Transfer Program. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Instruction (AFI) 33-322, Records Management and Information Governance Program, and disposed of IAW Air Force Records Information Management System Records Disposition Schedule. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, Recommendation for Change of Publication; route AF Forms 847 from the field through the appropriate functional chain of command. This publication may not be supplemented or further implemented or extended. The authorities to waive Delta or unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See DAFI 90-160, Publications and Forms Management, 21 June 2023, for a description

of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items.

SUMMARY OF CHANGES

This instruction has been revised and must be reviewed in its entirety. International Affairs personnel will follow this instruction and coordinate visits with the Foreign Disclosure Office (FDO) or Security Forces for base access as applicable. This instruction incorporates present local policy and is not intended to take the place of any Department of Defense Instruction (DoDI) or DAFM/I that implements foreign disclosure policy, nor is it meant to be a comprehensive guide to specific decision-making. The purpose is to explain and clarify SLD 45 foreign visitor access and disclosure procedures to assist supervisors, managers, and commanders in their normal duties.

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1. Introduction. The basic guidance governing official visits by foreign nationals and foreign disclosure is DAFMAN 16-201, *DEPARTMENT OF THE AIR FORCE FOREIGN DISCLOSURE AND TECHNOLOGY TRANSFER PROGRAM, 19 JANUARY 2021*. Additional guidance is outlined in Title 32 CFR Part 117, *National Industrial Security Program Operating Manual (NISPOM)*, SLD 45 31-1, *Integrated Defense Plan (IDP)*.

2. Responsibility. The FDO falls under the SLD 45 Information Protection (SLD 45/IP) Office. SLD 45/IP is the OPR for this instruction and is responsible for its currency. SLD 45/IP also ensures this instruction does not conflict with other directives. In the event of conflict, instructions from higher levels of command take precedence.

3. Applicability.

3.1. Foreign visitors may fall into one of the following categories:

3.1.1. Foreign Representative: Any representative of a foreign interest or foreign national. This can include U.S. persons acting on behalf of a foreign interest. Full time foreign national employees of Delta, tenant, contractor or commercial space organizations are authorized unaccompanied access to SLD 45 installations provided all requirements for base access are met to include vetting, need for access, and identity proofing. Badging requests will not be approved for longer than one year, at which point the sponsoring agency will apply for renewal. Unaccompanied access does not extend to restricted or controlled areas; units will continue to follow foreign disclosure, International Traffic in Arms, or Export Administration Regulation policies when hosting foreign nationals. Sponsors are responsible for their foreign national employees while on the installation. Any violations of this privilege may result in revocation of access.

3.1.2. A person who is not a citizen or national of the United States unless that person has been lawfully admitted for permanent residence in the United States under the *Immigration and Naturalization Act*. (8 USC, Section 1101(a) (20)). Any person other than a United States citizen, United States permanent or temporary legal resident alien, or person in United States custody. (JP 1-0, *Joint Personnel Support*)

3.2. Foreign Visit Tier Process. SLD 45 prioritizes foreign visits based on a mission tier process. This provides effective use of manning and available resources to appropriately identity proof, vet, clear, and approve visits commensurate with mission requirements. Exceptions to policy will be considered on a case-by-case basis and require mission essential justification from the host to the respective approving authority, i.e. FDO or Security Forces Squadron (SFS).

3.2.1. Tier 1 Launch Operations. The nature of these visits applies directly to mission payload processing, parts, and/or maintenance. Visits of this purview will be limited to 100 visitors unless a mission essential exception is granted by the Space Launch Delta 45 Commander (SLD 45/CC) or designated representative.

3.2.2. Tier 2 Administrative. Visits in this tier include, but are not limited to: customer site visits, working groups, or non-operational launch tasks. These visits will be limited to 50 visitors unless a mission essential exception is granted by the SLD 45/CC or designated representative.

3.2.3. Tier 3 Customer Relations. These visits include, but are not limited to: Launch viewing, photo opportunities, launch related, or customer familiarization tours. These visits will be limited to 25 visitors unless a mission essential exception is granted by the SLD 45/CC or designated representative.

4. Base Access Approval Authority.

4.1. The SLD 45/CC or designated representative is the final approval authority for foreign national access to Patrick Space Force Base (PSFB), Cape Canaveral Space Force Station (CCSFS), and Geographically Separated Units.

4.2. All foreign visitors to SLD 45 installations require a positive approval process before installation access is granted. The approval process is a conscious decision on whether a foreign national will be allowed access to the installation. The SLD 45/CC can disapprove Foreign Visit Requests (FVRs) for any reason. Visits to installation facilities should not interfere with the facility's mission requirements. A FVR is established via the SLD45FORM201, *FOREIGN VISIT REQUEST FORM, 20240131* which is required for all official and unofficial foreign visits.

4.2.1. Routine base access, as outlined in section 5.2.2., is handled by the SLD 45/SFS through base entry procedures outlined in SLD 45 31-1, *Integrated Defense Plan*. Due to the growth in the commercial launch industry and a corresponding need to maintain an appropriate security posture regarding National Security Space assets on CCSFS, non-mission essential visits to CCSFS are only allowed on a case-by-case basis with 45 SFS Commander (45 SFS/CC) (or higher) approval, after appropriate coordination with Air Force Office of Special Investigations Detachment 802 (AFOSI/Det 802) and SLD 45/IP.

4.3. Visits requiring FVRs will be submitted to FDO or 45 SFS POC 30 days prior to the visit. FVRs requested with less than 30 days will be approved on a case-by-case basis, depending on mission impact. FVR approvals are contingent upon mission requirements and operations tempo. Non-mission essential visits may be disapproved based on security concerns, mission constraints, or manpower limitations. FVRs or revisions submitted with less than 10 business days will be disapproved as it will not provide adequate time to perform security checks or necessary coordination.

4.3.1. Approved FVRs allow base access only. Information to be shared during the visit is separate and must be coordinated with the sponsor's FDO or International Traffic in Arms Regulations (ITAR) representative. The respective commander for each unit is responsible for obtaining appropriate authorization for entry to specific facilities.

4.4. The SLD 45 Det 2/CC at Ascension Island has been delegated approval authority for foreign visits to those individual downrange facilities. As SLD 45 Det 2 is a tenant of a Royal Air Force base, compliance with Department of Defense Manual (DoDM) 5200.08V3_Department of the Air Force Manual (DAFMAN) 31-101V3, DAFGM 2023-01, Installation Perimeter Access Control, 5 June 2023 is not contractually required. A FVR will be processed through the FDO to route for vetting, oversight, and leadership awareness. The SLD 45 Det 2/CC is responsible for ensuring security of individual facilities and restricted/controlled areas.

5. Foreign Visits.

5.1. Official Foreign Visits. The following paragraph outlines foreign visit requests routed through the SLD 45 FDO. Official visitors are foreign representatives or foreign nationals requesting access to United States Department of the Air Force (DAF) installations, organizations, or contractor facilities and have been identified by a foreign government as its official representative. SLD 45 considers any foreign visit incorporating the disclosure of inherently government information or entering any SLD 45 owned Restricted, Controlled or sensitive areas as Official Foreign Visits. The SLD 45/CC has delegated approval authority to the SLD 45/IP office with oversight by the SLD 45/CC and Vice Commander (CV) and has designated the FDO as the OPR for these visits. Official foreign visitors may utilize lodging when permission for unaccompanied base access has been granted by the SLD 45/CC.

5.1.1. The FDO receives official visit requests through the Foreign Visit System (FVS). All official foreign visits utilize the International Visits Program and FVS process IAW DAFMAN 16-201. In addition to submitting or receiving the request via the FVS, the sponsoring agency will transcribe pertinent information onto the SLD 45 local FVR Form 201 or 201A and submit to the FDO electronically for processing. When possible, approvals or disapprovals of FVRs will be e-mailed no later than 5-days prior to visit start date to the following: 45 SFS/S5 Visitor Control Centers (VCCs), sponsor, and others as needed. The three types of official authorized visits are:

5.1.1.1. One-time - visits permit contact by foreign nationals with a DAF organization or contractor facility for a single, short-term occasion (normally less than 30-days) for a specified purpose.

5.1.1.2. Recurring - permit intermittent visits (not to exceed a year) by a foreign national to a DAF organization or contractor facility over a specified period in accordance with a government-approved license, contract, agreement, or another program. Recurring visits are approved when the information to be disclosed has been defined and approved for disclosure in advance by the U.S. government.

5.1.1.3. Extended - permits a single visit by a foreign national for an extended period, normally up to one year but can be extended to cover the entire duration of a Military Personnel Exchange Program, Foreign Liaison Officer (FLO), Inter-American Air Forces Academy guest instructor, or Euro-NATO Joint Jet Pilot Training assignment. Extended visit authorizations are used when a foreign national is required to be in continuous contact with a DAF organization or a contractor facility. Extended visits are used to assign foreign personnel as FLOs, Cooperative Program Personnel, and Engineer and Scientist Exchange Program.

5.2. Unofficial Foreign Visits. This paragraph details unofficial foreign visit requests processed by the 45 SFS. Unofficial visitors are foreign representatives or foreign nationals requesting installation access for contractor site visits, transiting aircrew, utilization of base facilities, training and education, personal visits, base tours, or similar activities and are not representing their government in an official capacity. The SLD 45/CC has delegated the 45 SFS/CC as the coordinator for routine base access requests. Unofficial foreign visits fall under the following categories:

5.2.1. Contractor Site Visits. Foreign representatives or foreign nationals not officially sponsored by their government requesting access to contractor or commercial facilities on DAF installations are designated as unofficial visitors. Contractor site visits are required to utilize the local FVR process to ensure proper security oversight. The host will ensure all applicable export controls are in place prior to the visit. A Sponsor is required, at all times, during contractor site visits. The sponsor must be trained in escort duties, to include a Det 802/AFOSI briefing when applicable and be a U.S. citizen. Dual citizens and green card holders may not act as an escort official.

5.2.1.1. Non-mission essential visits, including windshield tours, to launch complexes and other areas are categorized as Tier 3 visits as detailed in section 3.2. Due to the growth in the commercial launch industry and a corresponding need to maintain an appropriate security posture regarding National Security Space assets on CCSFS, non-mission essential visits to CCSFS are only allowed on a case-by-case basis with 45 SFS/CC (or higher) approval, after appropriate coordination with AFOSI/Det 802 and SLD 45/IP.

5.2.2. Routine Base Access: Routine visits to CCSFS or PSFB by foreign representatives or foreign nationals not officially sponsored by their government for base facility utilization, deliveries, base tours, or personal reasons are required to process through the normal installation entry control procedures outlined in SLD 45 31-1. Routine visits include military or civilian personnel who wish to bring foreign friends or family members onto the installation for informal tours, fishing, Morale, Welfare and Recreation (MWR) activities, or similar activities. Any access to restricted, controlled, or otherwise sensitive operational areas requires a SLD45FORM201 processed through the FDO. This ensures proper security oversight and compliance with foreign disclosure guidance.

5.2.2.1. Lodging. Foreign military members wishing to utilize on-base lodging for leisure purposes must meet the base access requirements outlined in SLD 45 31-1, and process through the 45 SFS.

5.2.2.2. Transiting Foreign Aircrews. Airfield Management Operations at PSFB or CCSFS will contact SLD 45 SFS Base Defense Operations Center and SLD 45 Command Post with all arrival or departure information. Foreign military aircrew members may be granted unaccompanied access to Army Air Force Exchange Services and/or MWR activities during the servicing of their aircraft.

5.2.2.2.1. Foreign aircrews staying overnight will be transported to or from off base lodging by Vehicle Operations with their sponsor. There are no provisions for transporting foreign aircrews to quarters that are remaining overnight and returning to duty at CCSFS. The Foreign Nationals, to include aircrew may not remain overnight on the aircraft and must depart the installation once they have completed all operational activities. A list of names of those taken off base will be matched against those returning to PSFB or CCSFS. Any unaccounted personnel will be reported to Base Operations who will notify 45 SFS/S3. For aircraft arrival on the CCSFS Skid Strip (operational purposes), the responsible sponsor will submit a SLD45FORM201 a minimum of 10 days prior to scheduled flight arrival.

5.2.2.2.2. Exceptions to the procedures are as follows: the Department of State will be responsible for accompanying their foreign visitors during transient aircraft servicing.

5.2.2.2.3. Foreign contractors, with a Common Access Card (CAC), transiting PSFB from AAAF are not required to submit an FVR. Foreign military members stationed at AAAF wishing to utilize base facilities on PSFB will coordinate with the detachment commander for access will submit a SLD45FORM201A through the Detachment commander or designated representatives.

5.2.3. Foreign students. Non-DoD foreign students are foreign students attending local classes at the PSFB Education Center. The host organization will ensure these students are processed through 45 SFS procedures and accompanied IAW SLD 45 31-1. A sponsor must remain with the visitors, at all times, while on the installation.

5.2.3.1. DoD-affiliated foreign students on Invitational Travel Orders are not required to submit a FVS to attend training IAW DAFMAN 16-201, para 7.3.1.11. However, hosting agencies will notify the FDO of foreign students for tracking purposes. DoD-affiliated foreign students requiring Local Area Network access require approval from the appropriate servicing FDO and the Cybersecurity Office.

5.2.4. Public Affairs (PA) visits or activities are defined as base tours, launch viewing, commemorations, media visits, and similar activities conducted to improve community relations. These tours or activities can include both foreign nationals and U.S. civilians. These visits are considered Tier 3 as detailed in section 3.2.

5.2.4.1. All Public Relations tours and activities are coordinated IAW AFI 35-101, *Public Affairs Operations* and are the responsibility of the SLD 45/PA office to coordinate and process through the 45 SFS/S5 and the Air Force Office of Special Investigations Detachment 802 (AFOSI Det 802). These visits are considered Tier 3 as detailed in section 3.2. **Note:** If a tour enters restricted, controlled, or other sensitive operational areas, PA or designated sponsor will contact the FDO to process a local FVR.

5.2.4.2. Media engagement. Foreign media visit requests, as with all media requests, will be coordinated directly with SLD 45/PA IAW AFI 35-101 to determine the appropriate time for media to arrive at PSFB or CCSFS. SLD 45/PA will be responsible to process and coordinate transportation, provide escort, and process through the 45 SFS/S5 and AFOSI Det 802. If foreign media personnel will enter a restricted or controlled area, SLD 45/PA will contact the FDO to process a local FVR. These visits are considered Tier 3 as detailed in section 3.2.

5.2.5. Other tour activities. In addition to SLD 45/PA sponsored tour activities, official, and unofficial foreign visits may include tours to enhance international relations. Tours become the FDO's responsibility when they enter a restricted, controlled, or sensitive operational area (e.g. launch complex). Tours to restricted areas are categorized as Tier 3 as detailed in section 3.2. Due to the growth in the commercial launch industry and a

corresponding need to maintain an appropriate security posture regarding National Security Space assets on CCSFS, non-mission essential visits to CCSFS are only allowed on a case-by-case basis with 45 SFS/CC (or higher) approval, after appropriate coordination with AFOSI/Det 802 and SLD 45/IP

5.3. Photography and Videography. The photography and videography policy for SLD 45 is outlined in SLD 45 31-1. All recorded media is subject to review by SLD 45/SFS, SLD 45/PA, SLD 45 Operations Security Signature Manager, AFOSI Det 802, and/or FDO at their discretion. Photos taken in contractor facilities should be reviewed by their appropriate security personnel to ensure that no ITAR violations have occurred. Panoramic photography is not authorized. Aerial photography or videography with the use of drones, quadcopters, or similar devices are not authorized unless approved by the SLD 45/CC or designated representative. Sponsors are responsible for reporting unauthorized photography attempts to 45 SFS and AFOSI Det 802.

6. Authorized Sponsor Responsibilities.

6.1. Authorized Sponsors must ensure all foreign visitors are properly registered at the Security Forces VCC in accordance with SLD 45/SFS established procedures. The use of placards or other methods of vouching for foreign nationals is not authorized.

6.1.1. It is the Authorized Sponsor's responsibility to meet and register visitor(s) at the VCC during each visit.

6.2. Foreign visitors with approved SLD45FORM201 must be accompanied by an authorized sponsor as annotated on the FVR unless expressly outlined on an SLD45FORM201A. Other foreign visitors will follow SLD 45/SFS guidance for visitor sponsorship.

6.2.1. Foreign visitors requesting unaccompanied installation access without a sponsor present must pre-coordinate with the SLD 45/SFS and meet the criteria for base access listed in SLD 45 31-1. Foreign National visitors may drive onto the installation when in possession of a valid international or state issued driver's license. No foreign nationals will be authorized unaccompanied entry to CCSFS unless they fall into the exception noted below.

6.2.1.1. Properly vetted foreign national contractors, who have been issued a CAC, working for mission partners will be authorized unaccompanied access to PSFB and/or CCSFS. Specific visits approved on an SLD45FORM201A will be granted unescorted access to the installation but will require escort by a trained Authorized Sponsor within Restricted, Controlled and/or Sensitive mission areas.

6.3. For an organization to sponsor foreign nationals on the installation, sponsoring personnel must be familiar with SLD 45 rules and regulations, especially those related to safety and security. Sponsors must brief foreign visitors on security and safety requirements prior to access.

6.4. Authorized Sponsors will review the Foreign Visit Sponsor Briefing prior to hosting a foreign visit and maintain a copy of the Foreign Visit Escort Guide on their person during the course of the visit. This product is maintained by the SLD 45/IP FDO and available upon request.

6.5. The ratio of foreign visitors to authorized sponsors is 10 to 1 with exception to windshield tours where sponsors may escort up to 25 visitors per vehicle, but visitors must remain in their vehicle. This ensures the sponsor can adequately maintain positive control of visitors.

6.6. All sponsors will receive an AFOSI counterintelligence foreign visitor brief annually and additional briefings if deemed necessary. If contact with foreign visitors involves a request for information that exceeds the visitor's need-to-know, unauthorized photography/videography, or other suspicious indicators, the sponsor will immediately notify AFOSI Det 802. Within 48 hours of the conclusion of the foreign visit, the sponsor will complete and submit via email to afosidet802.ci.counterintelligence@spaceforce.mil the AFOSI Det 802 Post Foreign Visit Survey.

7. Foreign Disclosure.

7.1. Responsibilities. The FDO has disclosure authority for SLD 45, S3 and AATS related activities. For SSC level visits the FDO will act as a liaison for HQ SSC/FDO to assist in implementing basic foreign disclosure policy used to release information, hardware, or software to foreign nationals, governments, or contractors.

7.1.1. The SLD 45 Foreign Disclosure Officer will be the approving conduit for SLD 45/AATS/S3 mission information intended for disclosure to foreign nationals. Tenant organizations are responsible to their own FDO for release of information. Information at the Secret or Top-Secret level will be routed through the Space Systems Command (SSC) FDO.

7.2. Release of Information to Foreign Visitors.

7.2.1. United States Policy. It is the policy of the DAF to treat Classified Military Information (CMI) and Controlled Unclassified Information (CUI) as a national asset, which must be conserved and protected. Information can be shared with foreigners only where there is a clearly defined advantage to the U.S.

7.2.2. Information. For disclosure purposes, information can be a piece of paper, a briefing script, book, pamphlet, videotape, film, hard copy viewgraphs or slides or any other verbal or written information to include handwritten notes, software and/or hardware exchange.

7.2.3. Release of CMI and CUI. Do not release CMI or CUI to foreign nationals without coordination from the FDO and/or written permission from HQ SSC/FDO foreign disclosure authorities. Commercial or contractor proprietary information or material cannot be released without the owning commercial entity or contractor's approval.

7.2.4. Release of Unclassified Information (not CUI). Before disclosing any information to foreign nationals, government organizations should request guidance from their respective agency, group, or major command. Refer to DAFMAN 16-201, para 5.7., for specific guidance on disclosures of unclassified information not requiring FDO authorization. At a minimum, SLD 45 information intended for disclosure to any outside entity will be reviewed by the SLD 45 Operations Security Signature Manager and SLD 45/PA offices.

7.2.5. Commercial firms should adhere to their export licenses (if any). Otherwise, only public domain information may be disclosed. Firms should contact their Security Office for guidance.

7.2.6. Requests for release of CMI and CUI sent to FDO must be accompanied by an SSC Foreign Disclosure Worksheet. The worksheet can be obtained by contacting the SLD 45 FDO via email to SLD 45/FDO Office. Normally, the office responsible for the information will submit requests to release the information to a foreign government or foreign contractor. Any release of information owned by other services or agencies must be approved by their designated disclosure authority. Contact the FDO for a copy of the SSC FDO Processes Procedures, SSC Foreign Disclosure Worksheet and/or the Instructions for Filling Out the SSC FDWS.

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Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

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Adopted Form

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFOSI—Air Force Office of Special Investigations

AFPD—Air Force Policy Directive

AFSPC—Air Force Space Command

AFTAC—Air Force Technical Applications Center

CCSFS—Cape Canaveral Space Force Station

CC—Commander

CAC—Common Access Card

CV—Vice Commander

CMI—Classified Military Information

CUI—Controlled Unclassified Information

CUMI—Controlled Unclassified Military Information

DAF—Department of the Air Force

DAFGM—Department of the Air Force Guidance Memorandum

DAFMAN—Department of the Air Force Manual

DoD—Department of Defense

DoDD—Department of Defense Directive

DoDI—Department of Defense Instruction

FDO—Foreign Disclosure Office

FLO—Foreign Liaison Officer

FVR—Foreign Visit Requests

FVS—Foreign Visit System

HQ—Headquarters

IAW—In Accordance With

ITAR—International Traffic in Arms Regulations

IP—Information Protection

MWR—Morale, Welfare and Recreation

NDP—National Disclosure Policy

NDPC—National Disclosure Policy Committee

OPR—Office of Primary Responsibility

PSFB—Patrick Space Force Base

PA—Public Affairs

SFS—Security Forces Squadron

SSC—Space Systems Command

SLD—Space Launch Delta

US—United States

USC—United States Code

UCMJ—Uniform Code of Military Justice

VCC—Visitor Control Centers

Terms

Classified Information—Information that has been determined pursuant to Executive Order 12958 or any predecessor order to require protection against unauthorized disclosure and is marked to indicate its classified status when in documentary form.

Classified Military Information—Information originated by or for, or under the jurisdiction or control of, the Department of Defense or its Agencies which requires protection in the interest of national security. CMI is designated TOP SECRET, SECRET, or CONFIDENTIAL as described in Executive Order 12958 or subsequent order. CMI includes information in tangible (e.g., equipment, documents, software, etc.) and in intangible (e.g., knowledge, know-how, expertise, etc.) form.

Contractor—Any industrial, educational, commercial, or other entity which has executed a contract or a DD Form 441, DoD Security Agreement, with a DoD activity.

Controlled Unclassified Military Information/Controlled Unclassified Information—Unclassified information, including technical data (see explanation of term) to which access or distribution limitations have been applied in accordance with U.S. laws, policies, and regulations. It includes information that is determined to be exempt from public disclosure in accordance with DoD Directives 5320.25 and 5400.7 or that is subject to export controls in accordance with the ITAR or the EAR. Not all controlled unclassified information is owned by the military. For example, defense contractors control company confidential or proprietary information. Unclassified export controlled technical data, as defined by the ITAR, is CUI. CUMI and CUI include information in tangible (e.g., equipment, documents, software, etc.) and intangible (e.g., knowledge, know-how, expertise, etc.) form.

Designated Disclosure Authority—An official, at subordinate component level, designated by the Head of a DoD Component or the Component's Principal Disclosure Authority to control disclosures of CMI by his or her organization.

Disclosure—The permanent or temporary transfer of classified or controlled unclassified military information to an authorized representative of a foreign government or international organization. The act of permitting access to classified or controlled unclassified military information by an authorized representative of a foreign government or international organization. There are three disclosure methods: oral (verbal disclosure), visual (disclosure by sight), and documentary (disclosure of tangible/recorded information or equipment).

Foreign Disclosure Officer—A U.S. Government official designated in writing whose primary responsibilities are to authorize disclosure of CMI or CUMI and manage and implement a disclosure program for their command or organization. Only FDOs trained by SAF/IAPD may authorize disclosures of CMI.

Foreign Interest—Any foreign government, agency of a foreign government, or representative of a foreign government or international organization; any form of business enterprise or legal entity organized, chartered, or incorporated under the laws of any country other than the U.S. or its possessions and trust territories; and any person who is not a citizen or national of the U.S.

Security Assistance—A foreign government representative who is assigned to a DoD Component or contractor facility pursuant to a requirement that is described in a Foreign Military Sales Letter of Offer and Acceptance.

Operational—A foreign government representative who is assigned to a DoD Component pursuant to a documented requirement to coordinate operational matters, such as combined planning or training and education.

National Representative—A foreign government representative who is assigned to his or her national embassy or legation in Washington D.C. (e.g., an attaché) to conduct liaison activities with the DoD and DoD Components.

Foreign National—A person who is not a citizen or national of the U.S. unless that person has been lawfully admitted for permanent residence in the U.S. under the *Immigration and Naturalization Act* (Title 8, United States Code, Section 1101*et seq.*).

Foreign Ownership, Control, or Influence (FOCI)—A situation in which a foreign national, firm, or government is assumed to possess dominance of, or authority over, a U.S. firm to such a degree that the foreign national, firm, or government may gain unauthorized access to U.S. classified military information.

Foreign Representative—Any representative of a foreign interest or foreign national.

Foreign Visit Request—a formal visit request documented on a locally-developed form and submitted to the FD POC for action, a request from a sponsoring agency for base access by foreign nationals. This process is used to document, process, and track foreign visits to the SLD 45.

International Visits Program—A program established to process visits by and assignments of authorized representatives to DoD Components and DoD contractor facilities. This program is designed to ensure that CMI and CUMI to be disclosed to authorized representatives has been properly authorized for disclosure to their governments.

National Disclosure Policy—This policy promulgates national policy and procedures in the form of specific disclosure criteria and limitations, definitions of terms, release arrangements and other guidance required by U.S. departments and agencies having occasion to release classified U.S. military information to foreign governments and international organizations. In addition, it establishes and provides for the management of an inter-agency mechanism and procedures which are required for the effective implementation of the policy.

Public Domain Information—Unclassified information that has undergone a security and policy review to ensure the material proposed for public release does not contain classified information; does not conflict with established U.S. Government policy; and has been cleared by a competent PA authority within the PA office.

Figure A2.2. Space Launch Delta Foreign Visit Request Form Continuation Sheet. Note: This page is for visual awareness purposes only. The MS Excel document must be requested from the SLD 45 Foreign Disclosure Office.

AUTHORIZED SPONSOR		UNIT/COMPANY, EMAIL ADDRESS		OFFICE/MOBILE PHONE #	
<p><small>STATEMENT OF AGREEMENT: Authorized sponsor(s) will accompany foreign national(s) at all times while on the installation. The SLD 45 Foreign Disclosure Representative (FDR) will assign Foreign Visit Request Number (FVR), sign, date and e-mail reply to requestor with notice of approval/disapproval status. No authorization to discuss military information should be inferred. Any information government owned information must be approved prior to release in any form. Direct any questions to the SLD 45/TP office at (321) 496-5274 or DEN 854-3274.</small></p>					
FVR: 24-		APPROVED		DISAPPROVED	
SLD 45 FORM 20, 202011 Processing Division: SLD45I16-201		PAGE: 2		OF 2	
				<p>X CHRIS FORTNER S. COLLEGEY, PAF-03, USAF FORN DISC/INTC-OPERATE OFFICER</p>	

Attachment 4

FOREIGN VISIT REQUEST (FVR) PROCESS

Figure A4.1. Foreign Visit Request (FVR) Process.

