



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 14TH FLYING TRAINING WING
COLUMBUS AIR FORCE BASE MISSISSIPPI**

21 May 2024

MEMORANDUM FOR COLUMBUS AIR FORCE BASE CONTRACTORS

FROM: 14 CONS/CC

SUBJECT: Safeguarding Controlled Unclassified Information (CUI) Acknowledgment

References: (a) FAR 4.19 – Basic Safeguarding of Covered Contractor Information Systems, 01 May 2024

(b) FAR Clause 52.204-2 1 Basic Safeguarding of Covered Contractor Information Systems, November 2021

(c) Executive Order 13556, 04 November 2010, Controlled Unclassified Information

- 1. Purpose: This document accounts for the implementation and safeguarding agreement of CUI by the contractor(s) before and after a contract has been awarded. The procedures apply to every individual under the prime contractor to include subcontractors. Compliance with this memorandum is mandatory; Contracting Officers may add additional requirements to meet the contract needs.**
- 2. The following CUI Procedures for contractor(s) are consistent with applicable laws, regulations, and government-wide policies.**
 - a. When a solicitation or contract requires the contractor or a subcontractor, at any tier, to have Federal contract information residing in or transiting through its information system; the contracting officer shall insert the clause 52.204-21 – Basic Safeguarding of Covered Contractor Information Systems, IAW FAR 4.1903.**
 - b. All contractors who have access to CUI materials must complete DoD mandatory Controlled Unclassified Information (CUI) Training from MyLearning before having access to CUI, or within 30 days of being assigned to CAFB. Due to Civilian inability to access MyLearning, the training shall be attached to solicitation postings on all Government Point of Entry (GPE) systems.**
 - c. Prior to the contractors receiving any contract or contract material that has been classified as CUI, the contractor shall sign and return this memorandum, which serves as their acknowledgement of completing training.**
 - d. Contractors or subcontractors at any tier shall notify the Contracting officer of any improper CUI disclosure within 72 hours of it taking place.**

- e. If improper disclosure of CUI Material takes place, the contractor shall be subject to recourse as decided by 14 CONS/CC and CAFB Wing Information Protection Officer, to include but not limited to: the retaking of CUI training, debarment from base, or possible termination of the contract.



WESLEY S. BATOT, Maj, USAF
Commander, 14th Contracting Squadron

COMPANY: _____

NAME: _____

SIGNATURE: _____

DATE: _____

Attachment:
Contractor Initial CUI Training