Reportable Guidelines

To report any of the below, please immediately contact your Personnel Security team at PERSEC@alku.com

To determine or to maintain your ability to safeguard classified information, cleared individuals are required to report any of the information below to ALKU Security. Timely and accurate reporting from cleared industry is critical in identifying and mitigating collection efforts aimed at our technologies, information, and people. Employees should inform ALKU Security immediately upon participation in or observation of any of the below activities, contacts, or behaviors.

- **Espionage, sabotage, terrorism, subversive activities**
- **Foreign travel, foreign contacts, or foreign influence**
- **Financial considerations** – bills going to collections, bankruptcy, wage garnishments, liens, or any unexplained affluence (inheritance, lottery or gambling winnings over $10,000)
- **Change in allegiance to the United States**
- **Reliance on drugs or alcohol**
- **Criminal charges**
- **Traffic citations of $300 or more**
- **Suspicious contacts**
- **Marital status change**
- **Cohabitation** (living with someone in a spouse-like relationship)
- **Name change / change in gender**
- **Change of citizenship**

- **Desire to no longer maintain your clearance**
- **Loss, compromise, or suspected compromise of classified information**
- **Misuse of information technology systems**
- **Mishandling proprietary or classified information**

For more detailed information on reporting, please reference 32 CFR Part 117 NISPOM Rule / SEAD 3 Reporting Requirements

SEAD 3 Industry Reporting Desktop Aid