OFFICE SYMBOL ## May 2018

MEMORANDUM THRU

Personnel Directorate (NGyourstate PER), ADDRESS

Intelligence Directorate (NGyourstate INT) ADDRESS

FOR: The Adjutant General (NGyourstate-TAG) ADDRESS

SUBJECT: Justification for T5 Background Investigation for RANK LAST, FIRST MI.

1. Purpose: Requesting a T5 background investigation for RANK LAST, FIRST MI. in order to obtain Top Secret/SCI eligibility in order to perform duty responsibilities.

1. Justification: RANK LAST, FIRST MI. is required to have a TS/SCI clearance in order to perform duties as LIST JOB POSITION, per APPROVED MANNING DOCUMENT OR DUTY POSITION THAT REQUIRES THE INVESTIGATION.
2. Recommendation: This command recommends that a T5 investigation be initiated for RANK LAST, FIRST MI in order to gain Top Secret/SCI eligibility.
3. Authority: IAW SPECIFIED AR or LIST TDA OR DUTY POSITION INFORMATION THAT REQUIRES THE TS/SCI.
4. Points of contact for this action are XXXXXX, (XXX) XXX-XXXX, DSN XXX-XXXX, email XXXXXXXXXX.mil@mail.mil and XXXXXXX, (XXX) XXX-XXXX, DSN XXX-XXXX, email XXXXXXXXXX@mail.mil

 FULL NAME / SIGNATURE

 RANK, XX

 POSITION TITLE