

U.S. DEPARTMENT OF ENERGY FILE TRANSFER RECORD

TO:	FROM:			
Reference:	Reference:			
Date of Request:	Date Sent:			
THE FOLLOWING PERSONNEL SECURITY FILE(S) IS/ARE TRANSMITTED AS INDICATED:				
DOE NUMBER	NAME (LAST, FIRST, MIDDLE)	RECEIVING OFFICE SYMBOL	REVIEW AND RETURN	RETAIN
Receipt Acknowledged:		Remarks:		
Signature of Recipient:	Date:			

PRIVACY ACT STATEMENT – Collection of the information requested is authorized by Department of Energy (DOE) Order 472.2, “Personnel Security.” The information placed on this form is used to officially transmit DOE Personnel Security Files (PSFs) among DOE Cognizant Personnel Security Offices and authorized officials. Copies of this document may be maintained in PSFs and personnel security administrative files as necessary. Access to DOE PSFs is permitted as stipulated in DOE O 472.2 and as listed under “Routine Uses” in System of Record DOE-43, “Personnel Security Files.”