

INSTRUCTIONS FOR COMPLETING RSIC REGISTRATION FORM
Applicants must be DOD or MSFC government personnel or their contractors employed on Redstone Arsenal or in the Huntsville area. Retirees are also eligible.

Section 1:

- 1- Government employees and contractors are to complete section
- 2- DOD civil service employees and contractors select DOD component from drop-down menu on the online form or annotate on the printed form.
- 3- Personnel with CAC or Smart cards have the option to digitally sign the form.
- 4- Retirees only need to fill out section 1. Please include your home address.

Section 2:

- 1- Contractor's security officer MUST SIGN and VALIDATE contractor's security clearances, contract number and contract end date. CAC or Smart card may be used to digitally sign the form.
- 2- **NASA's MSFC CONTRACTORS** – ALL registration forms must be processed through *NASA Protective Services Office*.
- 3- Access to classified materials requires [DD Form 1540](#), **The "Need-to-Know Categories"**. Include the "Need-to-Know" category numbers on your registration form.

Section 3:

- 4- Government employee's security officer must fill out section 3 if access to classified materials is necessary. CAC or Smart card may be used to digitally sign the form.
- 5- Access to classified materials requires [DD Form 1540](#), **The "Need-to-Know Categories"**. Include the "Need-to-Know" category numbers on your registration form.

For registration questions, please call (256) 876-5181

This form(s) can be faxed to (256) 876-6000 or e-mailed to usarmy.redstone.amrdec.mbx.rsic-reg@mail.mil , or hand carried to bldg. 4484, or mailed to:

US Army Research, Development & Engineering Command
Redstone Scientific Information Center
ATTN: RMDR-CSN/Registration
Bldg. 4484
Redstone Arsenal, AL 35898-5000

RSIC will notify you once your registration form has been received and processed.

Please come by the library, located in bldg. 4484 and receive a quick orientation to RSIC's many resources.

RSIC PATRON REGISTRATION

DATA REQUIRED BY THE PRIVACY ACT OF 1975 (5 U.S.C. 552a)

1. AUTHORITY: Executive Order 11652, 5 U.S.C. 301, AR 735-17, A0215-1 DAPE; 10 U.S.C. 3013; AR 25-97 Army Library Program
2. PRINCIPAL PURPOSE(S): Form is used to identify individuals authorized access to RSIC materials and services IAW applicable security and property accountable regulations.
3. ROUTINE USES: In addition to those disclosure generally permitted under 5 U.S.C 552 a(b) of Privacy Act, data may be provided under any of the DOD "Blanket Routine Uses" at http://dpcio.defense.gov/privacy/SORNs/blanket_routine_uses.html
4. DISCLOSURE: Voluntary. However, failure to provide all requested patron data will result in RSIC not processing your request for access to RSIC materials and services.

SECTION 1 -- To be completed by applicant

PATRON TYPE:

- | | | |
|--|---|-----------------------------------|
| <input type="checkbox"/> DOD CIVIL SERVICE | <input type="checkbox"/> NASA CIVIL SERVICE | <input type="checkbox"/> MILITARY |
| <input type="checkbox"/> DOD CONTRACTOR | <input type="checkbox"/> NASA CONTRACTOR | <input type="checkbox"/> OTHER |

LAST NAME _____ FIRST NAME _____ MI _____

SECURITY CLEARANCE _____ CITIZENSHIP (Country) _____

PHONE (w): _____ PHONE (c) _____

OFFICE SYMBOL _____ EMAIL _____

SUPERVISOR'S NAME _____ PHONE _____

SUPERVISOR'S OFFICE SYMBOL (If different from above) _____ EMAIL _____

COMPANY NAME (Contractors only) _____

CONTRACTOR'S BUSINESS MAILING ADDRESS _____

Applicant's Signature

I understand I am responsible for any material released to me. I will safeguard documents in accordance with current security regulations and clear RSIC when access is no longer authorized.

DATE _____ SIGNATURE _____

SECTION 2 -- Contractor's Company Security Officer

The individual named on this card is authorized access and loan of materials. Security clearance as shown above and Need-to-Know as indicated below are certified. This employee will be required to clear RSIC when access is no longer authorized.

DATE: _____ SIGNATURE: _____

PHONE _____ EMAIL _____

CONTRACT # _____ DATE EXPIRES _____

NEED-TO-KNOW (Specify subject categories in accordance with regulations).

- UNLIMITED/UNCLASSIFIED MATERIALS ONLY
- ALL CATEGORIES
- SPECIFIC CATEGORIES (See Section V of DD Form 1540)

MSFC CONTRACTORS ONLY

NASA Protective Services Office Signature

SECTION 3 -- Government Employee's Security Officer (Required if access to classified materials is necessary)

The individual named on this card is authorized access and loan of materials. Security clearance as shown above and Need-to-Know as indicated below are certified. This employee will be required to clear RSIC when access is no longer authorized.

DATE: _____ SIGNATURE: _____

PHONE _____ EMAIL _____

NEED-TO-KNOW (Specify subject categories in accordance with regulations).

- | | |
|--|--|
| <input type="checkbox"/> UNLIMITED/UNCLASSIFIED MATERIALS ONLY | <input type="checkbox"/> SPECIFIC CATEGORIES (See Section V of DD Form 1540) |
| <input type="checkbox"/> ALL CATEGORIES | |

SECTION V - SUBJECT FIELDS AND GROUPS (*X as applicable. All applicants must complete Section V if requesting access to classified data. The first number is the subject field, the second is the more specific group.*)

01 Aviation Technology (ALL)	11 Materials (Continued)	18 Nuclear Science & Technology (ALL)
01 Aerodynamics	03 Coatings, Colorants & Finishes	01 Fusion Devices (Thermonuclear)
02 Military Aircraft Operations	04 Laminates & Composite Materials	02 Isotopes
03 Aircraft	05 Textiles	03 Nuclear Explosions & Devices (Non-Military)
03.01 Helicopters	06 Metallurgy & Metallography	04 Nuclear Instrumentation
03.02 Bombers	06.01 Properties of Metals & Alloys	05 Nuclear Power Plants & Fission Reactor Engineering
03.03 Attack and Fighter Aircraft	06.02 Fabrication Metallurgy	05.01 Nuclear Fission Reactors (Power)
03.04 Patrol & Reconnaissance Aircraft	07 Miscellaneous Materials	05.02 Nuclear Fission Reactors (Non-Power)
03.05 Transport Aircraft	08 Lubricants & Hydraulic Fluids	06 Nuclear Radiation Shielding Protection & Safety
03.06 Training Aircraft	09 Plastics	07 Radioactivity, Radioactive Wastes & Fission Products
03.07 V/STOL	10 Elastomers & Rubber	08 SNAP (Systems for Nuclear Auxiliary Power) Technology
03.08 Gliders and Parachutes	11 Solvents, Cleaners & Abrasives	09 Fission Reactor Physics
03.09 Civilian Aircraft	12 Wood, Paper & Related Forestry Products	10 Fission Reactor Materials
03.10 Pilotless Aircraft	12 Mathematical & Computer Sciences (ALL)	19 Ordnance (ALL)
03.11 Lighter-than-Air Aircraft	01 Numerical Mathematics	01 Ammunition & Explosives
03.12 Research & Experimental Aircraft	02 Theoretical Mathematics	01.01 Pyrotechnics
04 Flight Control & Instrumentation	03 Statistics & Probability	02 Aerial Bombs
05 Terminal Flight Facilities	04 Operations Research	03 Combat Vehicles
06 Commercial & General Aviation	05 Computer Programming & Software	04 Armor
02 Agriculture (ALL)	06 Computer Hardware	05 Fire Control & Bombing Systems
01 Agricultural Chemistry	07 Computer Systems	06 Guns
02 Agricultural Economics	08 Computer Systems Management & Standards	07 Rockets
03 Agricultural Engineering	09 Cybernetics	08 Underwater Ordnance
04 Agronomy, Horticulture, & Aquiculture	13 Mechanical, Industrial, Civil & Marine Engineering (ALL)	08.01 Torpedoes
05 Animal Husbandry & Veterinary Medicine	01 Air Conditioning, Heating, Lighting & Ventilating	09 Explosions
06 Forestry	02 Civil Engineering	10 Ballistics
03 Astronomy & Astrophysics (ALL)	03 Construction Equipment, Materials & Supplies	11 Nuclear Weapons
01 Astronomy	04 Containers & Packaging	12 Directed Energy Weapons
02 Astrophysics	05 Couplers, Fasteners & Joints	13 Guided Munitions
03 Celestial Mechanics	06 Surface Transportation & Equipment	20 Physics (ALL)
04 Atmospheric Sciences (ALL)	06.01 Surface Effect Vehicles/Amphibious Vehicles	01 Acoustics
01 Atmospheric Physics	07 Hydraulic & Pneumatic Equipment	02 Crystallography
02 Meteorology	08 Manufacturing & Industrial Engineering & Control of Production Systems	03 Electricity & Magnetism
05 Behavioral & Social Sciences (ALL)	09 Machinery & Tools	04 Fluid Mechanics
01 Administration & Management	10 Marine Engineering	05 Atomic & Molecular Physics & Spectroscopy
02 Information Science	10.01 Submarine Engineering	06 Optics
03 Economics & Cost Analysis	11 Pumps, Filters, Pipes, Tubing, Fittings & Valves	06.01 Fiber Optics & Integrated Optics
04 Government & Political Science	12 Safety Engineering	07 Particle Accelerators
05 Sociology & Law	13 Structural Engineering & Building Technology	08 Nuclear Physics & Elementary Particle Physics
06 Humanities & History	14 Test Equipment, Research Facilities & Reprography (ALL)	09 Plasma Physics & Magnetohydrodynamics
07 Linguistics	01 Holography	10 Quantum Theory & Relativity
08 Psychology	02 Test Facilities, Equipment & Methods	11 Mechanics
09 Personnel Management & Labor Relations	03 Recording & Playback Devices	12 Solid State Physics
06 Biological & Medical Science (ALL)	04 Photography	13 Thermodynamics
01 Biochemistry	05 Printing & Graphic Arts	14 Radiofrequency Wave Propagation
02 Genetic Engineering & Molecular Biology	15 Military Sciences (ALL)	15 Electromagnetic Pulses
03 Biology	01 Military Forces & Organizations	21 Propulsion, Engines & Fuels (ALL)
04 Anatomy & Physiology	02 Civil Defense	01 Air Breathing Engines (Unconventional)
05 Medicine & Medical Research	03 Defense Systems	02 Combustion & Ignition
06 Ecology	03.01 Antimissile Defense Systems	03 Electric & Ion Propulsion
07 Radiobiology	03.02 Antiaircraft Defense Systems	04 Fuels
08 Food, Food Service & Nutrition	03.03 Antisatellite Defense Systems	05 Jet & Gas Turbine Engines
09 Hygiene & Sanitation	04 Military Intelligence	06 Nuclear Propulsion
10 Stress Physiology	05 Logistics, Military Facilities & Supplies	07 Reciprocating & Rotating Engines
11 Toxicology	06 Military Operations, Strategy & Tactics	08 Rocket Engines
12 Medical Facilities, Equipment & Supplies	06.01 Naval Surface Warfare	08.01 Liquid Propellant Rocket Engines
13 Microbiology	06.02 Undersea & Antisubmarine Warfare	08.02 Solid Propellant Rocket Engines
14 Weapons Effects (Biological)	06.03 Chemical, Biological & Radiological Warfare	09 Rocket Propellants
15 Pharmacology	06.04 Nuclear Warfare	09.01 Liquid Rocket Propellants
07 Chemistry (ALL)	06.05 Space Warfare	09.02 Solid Rocket Propellants
01 Industrial Chemistry/Chemical Processing	06.06 Land Mine Warfare	22 Space Technology (ALL)
02 Inorganic Chemistry	06.07 Unconventional Warfare	01 Astronauts
03 Organic Chemistry	16 Guided Missile Technology (ALL)	02 Unmanned Spacecraft
04 Physical Chemistry	01 Guided Missile Launching & Basing Support	03 Spacecraft Trajectories and Reentry
05 Radiation & Nuclear Chemistry	02 Guided Missile Trajectories, Accuracy & Ballistics	04 Ground Support Systems & Facilities for Space Vehicles
06 Polymer Chemistry	02.01 Guided Missile Dynamics, Config. & Control	05 Manned Spacecraft
08 Earth Sciences & Oceanography (ALL)	03 Guided Missile Warheads & Fuzes	23 Biotechnology (ALL)
01 Biological Oceanography	04 Guided Missiles	01 Biomedical Instrumentation & Bioengineering
02 Cartography & Aerial Photography	04.01 Air- & Space-Launched Guided Missiles	02 Human Factors Engineering & Man Machine Systems
03 Physical & Dynamic Oceanography	04.02 Surface-Launched Guided Missiles	03 Bionics
04 Geomagnetism	04.03 Underwater-Launched Guided Missiles	04 Protective Equipment
05 Geodesy	05 Guided Missile Reentry Vehicles	05 Life Support Systems
06 Geography	17 Navigation, Detection & Countermeasures (ALL)	06 Escape, Rescue & Survival
07 Geology, Geochemistry & Mineralogy	01 Acoustic Detection & Detectors	24 Environmental Pollution & Control (ALL)
08 Hydrology, Limnology & Potamology	02 Non-Acoustic/Non-Magnetic Submarine Detection	01 Air Pollution & Control
09 Mining Engineering	03 Direction Finding	02 Noise Pollution & Control
10 Soil Mechanics	04 Countermeasures	03 Solid Wastes Pollution & Control
11 Seismology	04.01 Radio Countermeasures	04 Water Pollution & Control
12 Snow, Ice, & Permafrost	04.02 Acoustic Countermeasures	05 Pesticides Pollution & Control
09 Electrotechnology & Fluidics (ALL)	04.03 Radar Countermeasures	06 Radiation Pollution & Control
01 Electrical & Electronic Equipment	04.04 Optical Countermeasures	07 Environmental Health & Safety
02 Fluidics & Fluorics	05 Optical Detection & Detectors	25 Communications (ALL)
03 Lasers & Masers	05.01 Infrared Detection & Detectors	01 Telemetry
04 Line, Surface & Bulk Acoustic Wave Devices	05.02 Ultraviolet Detection & Detectors	02 Radio Communications
05 Electrooptical & Optoelectronic Devices	06 Magnetic & Electric Field Detection & Detectors	03 Non-Radio Communications
06 Acoustooptic & Optoacoustic Devices	07 Navigation & Guidance	04 Voice Communications
07 Electromagnetic Shielding	07.01 Land & Riverine Navigation & Guidance	05 Command, Control & Communications Systems
10 Power Propulsion & Energy Conversion (Nonpropulsive) (ALL)	07.02 Underwater & Marine Navigation & Guidance	
01 Non-Electrical Energy Conversion	07.03 Air Navigation & Guidance	
02 Electric Power Production & Distribution	07.04 Space Navigation & Guidance	
03 Electrochemical Energy Storage	08 Miscellaneous Detection & Detectors	
04 Energy Storage	09 Active & Passive Radar	
11 Materials (ALL)	10 Seismic Detection & Detectors	
01 Adhesives, Seals & Binders	11 Target Direction, Range & Position Finding	
02 Ceramics, Refractories & Glass		
02.01 Refractory Fibers		ALL ALL SUBJECT FIELDS AND GROUPS