All fields must be completed and the form communicated via Government-to-Government

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| **REQUEST FOR VISIT****TO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*****(Country/international organisation name)*** |
| **1. TYPE OF VISIT REQUEST** | **2. TYPE OF INFORMATION/ MATERIAL OR SITE ACCESS** | **3. SUMMARY** |
| **[ ]**  One-time**[ ]**  Recurring**[ ]** Emergency**[ ]** Amendment **[ ]**  Dates **[ ]**  Visitors **[ ]** Agency/FacilityFor an amendment, insert the NSA/DSA original RFV Reference No.\_\_\_\_\_\_\_\_\_\_\_\_\_ | **[ ]**  CONFIDENTIAL or above**[ ]**  Access to security areas without access to classified information/ material  | No. of sites: \_\_\_\_\_\_\_No. of visitors: \_\_\_\_\_   |
| *Only if required by the laws/regulations of the countries involved***[ ]**  Unclassified/RESTRICTED  |
| **4. ADMINISTRATIVE DATA:** |
| Requestor:To: | NSA/DSA RFV Reference No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date *(dd/mm/yyyy)*: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ |
| **5. REQUESTING GOVERNMENT AGENCY, ORGANISATION OR INDUSTRIAL FACILITY:****[ ]** Military **[ ]** Government **[ ]** Industry **[ ]** NATO **[ ]** EU **[ ]** OtherIf other, specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_NAME:POSTAL ADDRESS:E-MAIL ADDRESS: |
| FAX NO: TELEPHONE NO: |
| **6. GOVERNMENT AGENCY(IES), ORGANISATION(S) OR INDUSTRIAL FACILITY(IES) TO BE VISITED - *(Annex 1 to be completed)*** |
| **7. DATE OF VISIT *(dd/mm/yyyy)***: FROM \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ TO \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_   |
| **8. TYPE OF INITIATIVE *(Select one from each column)*:** |
| **[ ]**  Government initiative**[ ]**  Commercial initiative | **[ ]**  Initiated by requesting agency or facility**[ ]**  By invitation of the facility to be visited |
| **9. IS THE VISIT PERTINENT TO:** **[ ]**  Specific equipment or weapon system**[ ]**  Foreign military sales or export licence**[ ]**  A programme or agreement**[ ]**  A defence acquisition process**[ ]**  Other**Specification of the selected subject:** |
| **10. SUBJECT TO BE DISCUSSED/JUSTIFICATION/PURPOSE *(To include details of host Government/Project Authority and solicitation/contract number if known and any other relevant information. Abbreviations should be avoided)*:** |

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| **11. ANTICIPATED HIGHEST LEVEL OF INFORMATION/MATERIAL OR SITE ACCESS TO BE INVOLVED:** |
| ***Only if required by the laws/regulations of the countries involved*****[ ]** Unclassified **[ ]** RESTRICTED   | **[ ]** CONFIDENTIAL **[ ]** SECRET **[ ]** TOP SECRET **[ ]** Other If other, specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **12. PARTICULARS OF VISITOR(S) - *(Annex 2 to be completed)*** |
| **13. THE SECURITY OFFICER OF THE REQUESTING GOVERNMENT AGENCY, ORGANISATION OR INDUSTRIAL FACILITY:**NAME:TELEPHONE NO:E-MAIL ADDRESS:SIGNATURE: |
| **14. CERTIFICATION OF SECURITY CLEARANCE LEVEL:**NAME:ADDRESS:STAMPTELEPHONE NO:E-MAIL ADDRESS:SIGNATURE: DATE *(dd/mm/yyyy)*: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ |
| **15. REQUESTING NATIONAL SECURITY AUTHORITY / DESIGNATED SECURITY AUTHORITY:**NAME:ADDRESS:STAMPTELEPHONE NO:E-MAIL ADDRESS:SIGNATURE: DATE *(dd/mm/yyyy)*: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ |
| **16. REMARKS *(Mandatory justification required in case of an emergency visit)*:** |

 **ANNEX 1 to** **RFV FORM**

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| **GOVERNMENT AGENCY(IES), ORGANISATION(S) OR INDUSTRIAL FACILITY(IES) TO BE VISITED** |
| 1. **[ ]** Military **[ ]** Government **[ ]** Industry **[ ]** NATO **[ ]** EU **[ ]** Other If other, specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NAME:ADDRESS:TELEPHONE NO: FAX NO:NAME OF POINT OF CONTACT:E-MAIL:TELEPHONE NO:NAME OF SECURITY OFFICER ORSECONDARY POINT OF CONTACT:E-MAIL:TELEPHONE NO:  |
| 2. **[ ]** Military **[ ]** Government **[ ]** Industry **[ ]** NATO **[ ]** EU **[ ]** Other If other, specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NAME:ADDRESS:TELEPHONE NO: FAX NO:NAME OF POINT OF CONTACT:E-MAIL:TELEPHONE NO:NAME OF SECURITY OFFICER ORSECONDARY POINT OF CONTACT:E-MAIL:TELEPHONE NO:  |

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| 3. **[ ]** Military **[ ]** Government **[ ]** Industry **[ ]** NATO **[ ]** EU **[ ]** Other If other, specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NAME:ADDRESS:TELEPHONE NO: FAX NO:NAME OF POINT OF CONTACT:E-MAIL:TELEPHONE NO:NAME OF SECURITY OFFICER ORSECONDARY POINT OF CONTACT:E-MAIL:TELEPHONE NO:  |
| 4. **[ ]** Military **[ ]** Government **[ ]** Industry **[ ]** NATO **[ ]** EU **[ ]** Other If other, specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NAME:ADDRESS:TELEPHONE NO: FAX NO:NAME OF POINT OF CONTACT:E-MAIL:TELEPHONE NO:NAME OF SECURITY OFFICER ORSECONDARY POINT OF CONTACT:E-MAIL:TELEPHONE NO: ***(Continue as required)*** |

**ANNEX 2 to RFV FORM**

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| **PARTICULARS OF VISITOR(S)** |
| 1. [ ]  Military [ ] Defence Public Servant [ ] Government [ ] Industry/Embedded Contractor [ ]  NATO Employee **[ ]** EU Employee **[ ]** Other (Specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)SURNAME:FORENAMES *(as per passport)*: RANK *(if applicable)*:DATE OF BIRTH *(dd/mm/yyyy)*:\_\_\_\_/\_\_\_\_/\_\_\_\_PLACE OF BIRTH:NATIONALITY:SECURITY CLEARANCE LEVEL:PP/ID NUMBER:POSITION:COMPANY/AGENCY: |
| 2. [ ]  Military [ ] Defence Public Servant [ ] Government [ ] Industry/Embedded Contractor [ ]  NATO Employee **[ ]** EU Employee **[ ]** Other (Specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)SURNAME:FORENAMES *(as per passport)*: RANK *(if applicable)*:DATE OF BIRTH *(dd/mm/yyyy)*:\_\_\_\_/\_\_\_\_/\_\_\_\_PLACE OF BIRTH:NATIONALITY:SECURITY CLEARANCE LEVEL:PP/ID NUMBER:POSITION:COMPANY/AGENCY: |

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| 3. [ ]  Military [ ] Defence Public Servant [ ] Government [ ] Industry/Embedded Contractor [ ]  NATO Employee **[ ]** EU Employee **[ ]** Other (Specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)SURNAME:FORENAMES *(as per passport)*: RANK *(if applicable)*:DATE OF BIRTH *(dd/mm/yyyy)*:\_\_\_\_/\_\_\_\_/\_\_\_\_PLACE OF BIRTH:NATIONALITY:SECURITY CLEARANCE LEVEL:PP/ID NUMBER:POSITION:COMPANY/AGENCY: |
| 4. [ ]  Military [ ] Defence Public Servant [ ] Government [ ] Industry/Embedded Contractor [ ]  NATO Employee **[ ]** EU Employee **[ ]** Other (Specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)SURNAME:FORENAMES *(as per passport)*: RANK *(if applicable)*:DATE OF BIRTH *(dd/mm/yyyy)*:\_\_\_\_/\_\_\_\_/\_\_\_\_PLACE OF BIRTH:NATIONALITY:SECURITY CLEARANCE LEVEL:PP/ID NUMBER:POSITION:COMPANY/AGENCY:***(Continue as required)*** |