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U.S. DOE - Naval Reactors Personnel Security Information Reporting Form (Marriage, Divorce, Or Cohabitation - Includes Associated Legal Name Change)

The individual filling out this form is responsible for ensuring no classified, Unclassified Controlled Nuclear Information, or Unclassified Naval Nuclear Propulsion Information is included or attached.

Check box if this report is regarding some other cleared individual. Provide your contact information here. Leave blank any clearance holder information not known.

Name: (self-reporting leave blank)

Phone Number:

Unclassified Email Address:

CLEARANCE HOLDER/APPLICANT INFORMATION THIS REPORT IS APPLICABLE TO

Today's Date:

Federal

Work Location (Site and City/State):

Contractor

Name (Last, First, Middle):

Employer:

Date of Birth:

Last 4 SSN:

DOE# (If Known)

Clearance Level:

Special Access:

HRP

SCI

Home Address:

City, State, Zip

Work Phone:

Home or Cell Phone:

Unclassified Email Address: (for any questions)

Marriage, Divorce, Cohabitation (Includes Associated Legal Name Change)

What are you reporting?

Marriage

Divorce

Cohabitation (Complete Attached Form)

Legal Name Change

Complete the following as applicable:

Date of Marriage, Divorce, or Cohabitation:

Date of Legal Name Change:

Changes from Divorce (e.g., Name, Address, Cohabitants):

See next page for additional questions regarding the information you are reporting

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Legal Name Change

Please provide the requested information regarding your name change.

Previous Last Name (include suffix): Previous First Name: Previous Middle Name:

New Last Name (include suffix): New First Name: New Middle Name:

Please provide a reason for this name change.

Questions may be directed to the NR PERSEC Helpdesk: NRPERSEC.Helpdesk@nrp.doe.gov or 518-395-6373

I certify or affirm that the information on this form is true and correct, to the best of my knowledge.

Signature:

Date:

Signature may be electronic or wet.

Submission Instructions

When complete, sign the form and forward to the Naval Reactors Personnel Security Office. Keep a copy of your submission for your own personal records.

Contact the NR Personnel Security Office for any form submission questions.

Submission methods

*** DO NOT SUBMIT BETWEEN DIFFERENT NETWORKS DUE TO SYSTEM COMPATIBILITY PROBLEMS ***

1. From NMCI, send to steve.a.bowen.civ@us.navy.mil AND arthur.m.duvall.civ@us.navy.mil
2. From DOECOE, send to nrpersec.helpdesk@nrp.doe.gov
3. From PrimeNet, send to nrpersec@unnpp.gov
4. From NNPP Net (high side), send to nrpersec@nnpp.gov
5. By FAX, 518-395-6078
6. By mail, US Dept of Energy, NR PERSEC, PO Box 1069, Schenectady, NY 12301-1069
7. From corporate and personal E-mail accounts, send via a password-protected PDF in an unencrypted mail to the Personnel Security Office at nrpersec.helpdesk@nrp.doe.gov and send the password for the PDF to the Personnel Security Office via a second, separate email.

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U. S. DEPARTMENT OF ENERGY
DATA REPORT ON SPOUSE/COHABITANT

This information is required to assess your DOE access authorization (security clearance) eligibility.
PLEASE READ THE INSTRUCTIONS ON THE BACK BEFORE COMPLETING THIS REPORT.

1. Name of Employee or Applicant (Last, First, Middle):		2. Current Name of <input type="checkbox"/> Spouse <input type="checkbox"/> Cohabitant (check one) (Last, First, Middle):	
3. Other Names Used by Employee or Applicant (Maiden Name and/or names previously used):		4. Other Names Used by Spouse/Cohabitant (Maiden name/ and/or name(s) previously used – include timeframe(s)):	
5. Social Security Number of Employee or Applicant:		6. Social Security Number of Spouse/Cohabitant:	
7. Beginning Date of Marriage/Cohabitation:		8. Date of Birth of Spouse/Cohabitant:	
9. Current Physical Address of Spouse/Cohabitant:		10. Place of Birth of Spouse/Cohabitant (City, State, Country):	
11. Citizenship of Spouse/Cohabitant (complete a. or b. – whichever applies):			
a. <input type="checkbox"/> U.S.		b. <input type="checkbox"/> Foreign National	
<input type="checkbox"/> By birth		<input type="checkbox"/> Alien Registration Number/Date/City, State Issued:	
<input type="checkbox"/> Derivative (provide Certificate Number): _____		Foreign country(ies) where spouse/cohabitant holds citizenship: _____	
<input type="checkbox"/> Naturalization (provide Certificate Number/Date/City, State issued): _____ _____		_____ _____	
12. If your Spouse/Cohabitant is a U.S. Citizen, does he/she hold dual citizenship with any country(ies)?:			
<input type="checkbox"/> No <input type="checkbox"/> Yes – list the country(ies): _____			
_____ Signature of Employee		_____ Date Signed	
		DOE File No. (To be filled in by Cognizant Personnel Security Office): _____	

General Information

Who Should Submit

This form will be completed by persons who marry or begin cohabitating after the time they submit SF 86, "Questionnaire for National Security Positions," in connection with U.S. Department of Energy (DOE) access authorization (security clearance). DOE Form 5631.34 must be submitted within 45 calendar days of the marriage/cohabitation. For the purposes of this form a cohabitant defined as a person who lives with you in a spouse-like relationship or with a similar bond of affection or obligation, but is not your legal spouse, child, or other relative (in-laws, mother, father, brother, sister, etc.).

General Instructions

Complete this form in its entirety. Type or print all answers. Enter "none" when applicable. If more space is needed, use the space below. Specific questions may be referred to the local DOE Cognizant Personnel Security Office that is processing or has processed the request for your DOE access authorization (security clearance).

18 U.S.C. SECTION 1001; ACT OF JUNE 25, 1948; 62 STAT. 749; MAKES IT A CRIMINAL OFFENSE TO MAKE A WILLFULLY FALSE STATEMENT OR PRESENTATION TO ANY DEPARTMENT OR AGENCY OF THE UNITED STATES AS TO ANY MATTERS WITHIN ITS JURISDICTION.

Privacy Act Information Statement

Collection of the information requested is authorized by the Atomic Energy Act of 1954, as amended, Section 145b, Executive Orders 10450, 10865, or 12968, and DOE O 472.2, "Personnel Security." The information placed on this form will be used in determining an individual's eligibility for a DOE access authorization (security clearance). Disclosure of the information requested on this form is voluntary; however, if the information is not provided, the request for DOE access authorization (security clearance) will not be processed or any DOE access authorization (security clearance) then in effect may be terminated in accordance with 10 CFR 710. The original and/or copies of this form are maintained in the DOE Personnel Security File (PSF) of the individual processed for DOE access authorization (security clearance). Access to the DOE PSFs is permitted as stipulated in DOE O 472.2 and as listed in Routine Uses in the DOE System of Records, DOE-43, "Personnel Security Files."

OMB BURDEN DISCLOSURE STATEMENT

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Health, Safety and Security's Office of Departmental Personnel Security (HS-53), U.S. Department of Energy, 1000 Independence Avenue, S.W., Washington, D.C. 20585-1290; and to the Office of Management and Budget (OMB), Paperwork Reduction Project (1910-1800), Washington, D.C. 20503.