Visitors to IDA Non-SCI

Visitors to IDA Facilities for Non-SCI Meetings

DoD contractors and U.S. Government and military visitors can send their visit and clearance information two ways:

1. Their Security Office can send their visit and clearance information through the DoD Joint Personnel Adjudication System (JPAS). The DA’s Security Management Office (SMO) Code 7A2934, and Joseph Adams, is the point of contact for their visit. For questions regarding your visit request please contact Mary Nixon at 703-845-2186 and email at mnixon@ida.org or Jo-Ann Schubert at 703-578-2857 and email at jschuber@ida.org.

OR

2. Their Security Office can FAX their visit and clearance information by a Visit Authorization Letter (VAL) to 703-845-2588. This FAX is monitored daily by the Reception Desk.

Non-DoD visitors
Should have their Security Office FAX their visit and clearance information via a Visit Authorization Letter (VAL) to 703-845-2588.

Visits to IDA by Foreign Nationals

• You should inform your foreign visitors that they need to bring their passport or a picture ID containing 1) an identification number, 2) a date of birth and 3) country of citizenship. A passport is preferred. If a passport is not used, they must provide their passport number.

• You should let foreign visitors know they cannot bring media, wireless devices or laptops into any classified meeting, regardless of location, or into any meeting held in the IDA Controlled Access Area or Closed Rooms. If you believe it is necessary for a foreign visitor to bring in hardware or media, the host (IDA Person) must request a waiver to this policy through the 313 Form.

Classification of visit: SECRET
Correct visit dates: October 17th thru 20th, 2016
Knowledgeable Person (DoD) name: Taniesha Sims
Knowledgeable person (DoD) phone: 703-933-9073
Visit point of contact name (IDA) Person: Mary Nixon
Visit point of contact (IDA) phone: 703-845-2186

Facility: Institute for Defense Analyses
4850 Mark Center Drive
City: Alexandria, VA 22311

Purpose of visit: Wargaming