



To: Federal Supervisor
RE: Permission for Staff to attend Interagency Security Committee Training

To Whom it May Concern,

A government employee within your agency/department has requested to attend the ARA sponsored Interagency Security Committee Risk Management Training class.

As you may know, the ISC materials are largely For Official Use Only (FOUO) and cannot be shared or distributed to unauthorized personnel.

To ensure that your representative can attend the training and receive the materials provided, ARA has provided this form for your convenience.

Please complete it and return to ISC@ara.com at your earliest opportunity. Please utilize the same email address if you have questions or concerns.

Best Regards,

Applied Research Associates
ISC@ara.com

Name of Authorizing Supervisor	Agency	Position	Government Email	Government Phone number

Justification for Need to Know:

Special Instructions/Notes:

Attendee(s)

Attendee Name	Agency	Government Email	Government Phone Number

The above Authorizing Supervisor, by signing this letter of intent, authorizes all named attendees to attend and receive FOUO materials from the ARA sponsored Interagency Security Committee classroom workshop.

Authorizing Governmental Supervisor Signature:

Date: _____