

# PERSONAL IN CONFIDENCE

(when completed)

(Not for public or unauthorized disclosure)

## INFORMATION FORM 2

Security clearance application form (first-time applicant) for  
NATO SECRET, SECRET UE and  
COSMIC TOP SECRET, TRÉS SECRET UE.

**TO BE COMPLETED ELECTRONICALLY**

Any additional information of a private nature may be submitted separately in a sealed envelope as stated under Box 12

<b>1. Full name</b> If there has been a change of name, previous name(s) must also be stated	Surname	All first names	
<b>2. Social security number/date of birth</b>	Danish social security number or DOB		
<b>3. Place of Birth</b> Town and Country.	Town	Country	
<b>4. Nationality</b> Past and present	<i>In case of former and current foreign citizenship, state date of entry into Denmark</i>		
	Current	Former	Date of entry
<b>5. Rank/Position</b>			
<b>6. Full postal address</b> Street, house no., zip code, town	<i>In case the actual residential address differs from the national register address, both must be included.</i>		
<b>7. Point of contact</b> Phone number E-mail	<i>In case the actual residential address differs from the national register address, both must be included.</i>		
	Home:	office:	
	Home:	office:	
<b>8. Marital status</b>  <u>Indicate</u>  Single  Marriage  Registered partnership  Non marital cohabitant	Date of marriage / registered partnership / separation / divorce / termination of partnership		
	Full name (current and former) of spouse / registered partner / cohabitant		
	Danish social security number (or date of birth) and sex	Place of birth (town and country)	
	Nationality, past and present. <i>In case of former and current foreign citizenship, state date of entry into Denmark</i>		
	Current	Former	Date of entry
	Occupation		
	Residence ( <i>stated only if the address differs from Box 6</i> )		
	Complete postal address of latest or present residence abroad must be stated		

\_\_\_\_\_  
Signature (applicant)

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**9. Periods of time spent abroad**

For extended periods (more than six months), please include exact address, duration and purpose of stay. Do not include short holidays.

Country	Year	Purpose

**10. Employment and educational activities**

Please list schools, educational institutions and employment for the past five years in chronological order. Periods of non-employment should also be included (no breaks)

Period (month/year) From – until	Schools, educational institutions and workplaces. <b>List complete addresses with telephone numbers of relevant con-tact persons.</b>	Position / nature of work

**11. Financial circumstances**

As documentation for the total income and expenses of the household, please include the following:

- Copy of applicant's latest annual tax return.
- Copy of spouse's / registered partner's/ cohabitant's latest annual tax return.

This information may be enclosed separately as stated under Box 12.

**12. Enclosures**

Additional information on matters such as, for instance, financial records and living arrangements, which the applicant does not wish to disclose to the submitting authority/company, must be send in a sealed envelope addressed to the Danish Defense Intelligence Service, Attn.: Sikkerhedsgodkendelsessektionen, Kastellet 30, DK-2100 Copenhagen, Denmark.

Number of enclosures with such further details:

\_\_\_\_\_  
Signature (applicant)

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## 13. Declaration of consent

By my signature under Box 15, I hereby consent to the procurement and passing on of personal information according to the following procedure in connection with the security clearance process:

The authority/company submitting the application for security clearance passes the completed information form on to the Danish Security and Intelligence Service (PET) and the Danish Defense Intelligence Service (DDIS). PET consults police records for information on the applicant, including information regarding possible criminal offences, possible alcohol or substance abuse, and possible court appearances by order of the police or the Military Prosecution Service. PET also consults its own files, including records, for possible information of security-related interest, and may seek information from former employers, places of education and close relatives/acquaintances in public service. PET may also collect information from tax authorities about the applicant's financial circumstances, including assets and income. If the applicant is residing or staying abroad – or has been residing or staying abroad for extended periods of time in recent years – PET will also collect information regarding any criminal offences as well as security-related information from police and security authorities of the relevant country/countries. If the applicant has been or is a citizen of a country other than Denmark, PET may also obtain relevant information from the Danish immigration authorities. Information considered to be of relevance to the security clearance is passed on by PET to the DDIS. The DDIS may collect information of security-related interest from authorities within the area of the Danish Ministry of Defense, the Civil Registration System, police and prosecution authorities, NATO authorities and legal persons (companies and organizations). If the applicant is a citizen of a country other than Denmark, the DDIS may in accordance with international rules and regulations request the authorities of the country concerned to provide a security clearance or confirm an existing clearance. Any information on a possible spouse/registered partner/cohabitant will be subject to hearing of the person concerned, if the information is deemed important to the decision. The DDIS passes the security clearance decision on to the submitting authority/company and to the applicant's personnel administrative authority (if any). If the applicant is denied clearance, the grounds for the refusal will not be relayed to these authorities, unless this is deemed necessary in the interest of military security. If the applicant is denied clearance, the DDIS will directly inform the applicant in writing, including the grounds for the refusal.

## 14. Declaration of confidentiality

By my signature under Box 15, I attest:

- that I am aware of my obligation to respect confidentiality and not to disclose information acquired through my employment and which is confidential by nature or designation, including by provisions of the military security regulations, and that this obligation also applies even after my employment ends,
- that I am informed of the provisions of the Danish Penal Code and the Danish Military Penal Code mentioned on the last two page of this information form, and the punishment that a breach may carry,
- that I am aware that under the terms of my security clearance, I am bound to keep in strictest confidence not only all information classified YDERST HEMMELIGT, HEMMELIGT, FORTROLIGT, TIL TJENESTEBRUG (and the corresponding foreign classifications, including NATO and EU classifications) but also any other information designated as confidential by statute or other legally binding provisions or information that must be kept secret to protect material, public or private interests,
- that in case of doubt as to the boundaries of the confidentiality, I shall direct any enquiry to my closest superior.

## 15. Signatures

### Applicant:

I consent to the procurement and passing on of personal information according to the procedure described under Box 13 and make the declaration of confidentiality mentioned under Box 14.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

### Spouse/registered partner/cohabitant:

I hereby accept that as part of the application for a security clearance of my spouse/registered partner/cohabitant, the security screening process requires that personal information on me may be obtained and passed on to the same extent as information pertaining to my spouse/registered partner/cohabitant in accordance with the procedure described under Box 13.

I also accept that information on me may be passed on to my spouse/registered partner/cohabitant.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature (applicant)

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<b>16. Submitting authority's/company's endorsement</b>	
Authority's / company's log number	
Place of duty / workplace	
Requested security clearance level	
Applicant's official function and/or work (project)	
Statement and assessment from the submitting authority / company according to FKOBST 358-1	

\_\_\_\_\_  
(Authority's / company's official stamp)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (commanding officer or security officer)

\_\_\_\_\_  
Signature (applicant)

#### Extract from the Danish Penal Code

##### Section 107

- (1) A person who, while being in the service of a foreign power or organisation or for the use of persons engaged in such service, inquires into or gives information on matters which should be kept secret to protect the interests of the Danish State or society shall, whether or not the information is correct, be guilty of espionage and liable to imprisonment for any term not exceeding 16 years.
- (2) If the information is of the nature set out in section 109 of this Act, or if the act is carried out in times of war or enemy occupation, the penalty may be extended to imprisonment for life.

##### Section 108

- (1) A person who carries out activity, other than the activity covered by section 107 of this Act, to enable or help the intelligence service of a foreign state to operate directly or indirectly in the territory of the Danish state shall be liable to imprisonment for any term not exceeding six years.
- (2) If the activity is concerned with intelligence about military affairs or carried out during war or enemy occupation, the penalty may be raised to imprisonment for any term not exceeding 12 years.

##### Section 109

- (1) A person who discloses or imparts information on secret negotiations, deliberations or resolutions of the state in matters on which the security or rights of the state in relation to foreign states depend or information concerned with substantial economic interests in relation to foreign states shall be liable to imprisonment for any term not exceeding 12 years.
- (2) If any of the mentioned acts have been carried out negligently, the penalty shall be a fine or imprisonment for any term not exceeding three years.

##### Section 110a

- (1) A person who, intentionally or negligently, without being duly authorised to do so, 1) describes, takes photographs of or otherwise depicts Danish military defence installations, depots, units, arms, equipment, etc., which are not accessible to the public, or reproduces or publishes such descriptions or depictions; or 2) publishes directions relating to the mobilisation of Danish forces or other war preparations, shall be liable to a fine or imprisonment for any term not exceeding three years.
- (2) A person who, intentionally or negligently, without being duly authorised to do so, takes photographs from an aircraft over territory of the Danish state or publishes such photographs taken unlawfully shall be liable to a fine.

##### Section 152

- (1) A person who carries out or has carried out public service or acted in a public office and, without any authority, discloses or exploits confidential information which he has obtained in connection with his service or office shall be liable to a fine or imprisonment for any term not exceeding six months.
- (2) If a person commits the offence referred to subsection (1) above with the intent to obtain an unlawful gain for himself or others or in other particularly aggravating circumstances, the penalty may be increased to imprisonment for any term not exceeding two years. The circumstances considered to be particularly aggravating are especially situations in which information is disclosed or exploited in a way that causes serious damage to others or involves a special risk of such damage.
- (3) Information is confidential when by statute or any other current provision it has been so designated, or when it is otherwise necessary to keep it secret in order to protect important public or private interests.

##### Section 152a

The provisions in section 152 of this Act shall apply correspondingly to anyone who is or has been occupied with tasks carried out by agreement with a public authority, and to anyone who is or has been employed in telephone services authorised by the state.

##### Section 152b

(Irrelevant)

##### Section 152c

The provisions of sections 152-152b of this Act shall apply correspondingly to any assistant to the persons in question.

##### Section 152d

- (1) The provisions of sections 152 -152C of this Act shall apply correspondingly to a person who unlawfully obtains or exploits information without having participated in the act by which the information has been obtained.
- (2) The same penalty shall apply to a person who has not contributed to the act but unlawfully discloses information concerning strictly private affairs of certain individuals (as described in section 28(1) of the Public Administration Act) obtained by an act that is punishable under sections 152 - 152C of this Act.
- (3) The same penalty shall apply to a person who has not contributed to the act but discloses in an unlawful way information that is confidential because of its importance for the security of the State or the defence of the nation.

##### Section 152e

The provisions of sections 152-152D of this Act shall not apply to cases in which the person in question 1) was under an obligation to disclose the information; or 2) acted in order to justifiably safeguard obvious public interests or his own or other persons' welfare.

#### Extract from the Danish Military Penal Code

##### Section 27

- (1) Anybody who in any other way gravely neglects his/her duties in military service shall be punished for dereliction of duty with a fine or imprisonment for up to three months.
- (2) The punishment can be extended to one year's imprisonment when the dereliction of duty is particularly grave or when it has caused considerable damage or danger.
- (3) During armed conflict, the punishment for deliberate violation can be extended to three years imprisonment.

##### Section 32

- (1) Anybody who deliberately discloses a military secret the disclosing of which may hurt the defence of the country if foreign powers or forces are made aware of such secrets shall be punished with up to eight years' imprisonment. The punishment can be extended to twelve years' imprisonment if the violation is of a particularly grave nature, in particular when it has led to considerable damage or danger. If the action is committed during armed conflict or imminent prospects of armed conflict, the punishment can be extended to imprisonment for life.
- (2) Anybody who without cause obtains information about any such secrets shall be fined or punished with up to four years' imprisonment. If this happens during armed conflict or imminent prospects of armed conflict, the punishment can be extended to imprisonment for ten years.

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(3) Anybody who violates (1) or (2) above in gross negligence shall be fined or imprisoned for up to two years. If this happens during armed conflict or imminent prospects of armed conflict, the punishment can be extended to prison for up to four years.

**Extract from the Danish Public Administration Act**

Section 27

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(6) An administrative authority may order a person outside the public administration to maintain secrecy in respect of any confidential information passed on by the authority to the person concerned when the authority was not obliged to do so.

(7) Where rules on secrecy are laid down by virtue of Section 1 (3), or secrecy is ordered by virtue of Section 6, Section 152 and Sections 152c – 152f of the Danish Penal Code shall apply *mutatis mutandis* to an infringement of such rules or orders.

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Signature (applicant)