



Defense Nuclear Weapons School Department
1900 Wyoming Blvd SE
Kirtland AFB, NM 87117



Please click link below for VAR instructions based on your visit purpose and affiliation.

| Purpose | Affiliation |
|--------------------------|--------------------|
| DNWS In-Residence Course | DOW |
| DNWS In-Residence Course | DOE/NNSA |
| DNWS NWIM Tour | DOW |
| DNWS NWIM Tour | DOE/NNSA |

Additional Information:

For DNWS Courses, visit request should be sent prior to attempting registration or immediately after attempting to register for a course. All visit request must match the classification of the course which they are attempting to register for. For more information, please contact the DNWS registrar (info below).

For NWIM Tours, visit requests are the responsibility of each tour visitor. In order to be allowed access for a tour, a visitor must be listed on a roster for an established tour date/time. For more information, please contact the DNWS Museum Team (info below).

All Visitors be advised that neither the DNWS Registrar or the Museum team actions any visit request directly. Visit requests are processed by DTRA's security office. Any inquiries regarding the status of a visit request and its processing or questions related to the instructions provided in this document should be directed to the DTRA security (contact info below):

DNWS and Security Key Contacts:

DNWS Registrar

dtra.kirtland.ne.mbx.dnws-registrar@mail.mil

DNWS Museum Team

dtra.kirtland.ne.mbx.dnws-nwim@mail.mil

DTRA ABQ Security

dtra.kirtland.oi.list.oi-msca-abq-visitor-control@mail.mil



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DOW Visitors for DNWS In-Residence Courses.

In order to be allowed access to DTRA's DNWS ABQ campus, all incoming students must have a visit request on file with DTRA prior to arrival.

All DOW visitors must submit a valid visit request via the Defense Information System for Security (DISS).

DNWS SMO:

DTRA-ABQ-1

Visit Name:

Enter DNWS Course and Start Date

Dates:

Enter Dates of Course Only

Access Level:

Must match that of selected course e.g., Secret or Secret // Restricted Data // Critical Nuclear Weapon Design Information

Reason: DNWS Course

DNWS POC:

TSgt Amilynn Keefe

505-353-4364



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DOE Visitors for DNWS In-Residence Courses.

All visitors, regardless of the classification of the course they are attending must have a visit request on file with DTRA prior to arrival.

Each individual must work with designated admin/security officials to complete a DOE Form 5631.20. You must electronically submit DOE Form 5631.20 to DTRA visitor control. It is your responsibility to safeguard personally identifiable information during transmission. DTRA will protect PII in accordance with federal protection regulations once documents are received.

Additionally, please enter information on DOE Form 5631.20 as it appears below:

NAME OF FACILITY TO BE VISITED:

Defense Threat Reduction Agency / Defense Nuclear Weapons School

FOR THE INCLUSIVE DATES:

Enter Dates of Course

FOR THE PURPOSE OF:

Course Title

TO CONFER WITH THE FOLLOWING PERSON(S):

TSgt Amilynn Keefe

CONTACT PHONE:

505-353-4364

ACCESS REQUESTED TO:

Restricted Data: YES

Other Classified Info: YES

Electronic submission of clearances should be sent to dtra.kirtland.oi.list.oi-msca-abq-visitor-control@mail.mil.



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DOW Visitors for the Nuclear Weapons Instructional Museum

Prior to any visit request being sent, all personnel must ensure they have access to a minimum DOW Secret w/ Restricted Data (RD) and Critical Nuclear Weapon Design Information (CNWDI). If you are not sure, please consult with your organization's security manager or whoever manages members' access to classified information in the Defense Information System for Security (DISS).

All DOW visitors must submit a valid visit request via the Defense Information System for Security (DISS).

DNWS SMO:

DTRA-ABQ-1

Visit Name:

DNWS NWIM Tour / Date

Dates:

Enter Date of Tour Only

Access Level:

Secret // Restricted Data // Critical Nuclear Weapon Design Information

Reason: NWIM Tour

DNWS POC:

Capt Hunter Stimson

505-353-4058



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DOE Visitors for the Nuclear Weapons Instructional Museum

CLASSIFIED TOURS. Prior to any visit request being sent, all personnel must ensure that they possess a valid DOE “Q” clearance. Please work within your organization’s security/badge office to ensure that your “Q” clearance is valid for the dates of your tour.

Each individual must work with designated admin/security officials to complete a DOE Form 5631.20. You must electronically submit DOE Form 5631.20 to DTRA visitor control. It is your responsibility to safeguard personally identifiable information during transmission. DTRA will protect PII in accordance with federal protection regulations once documents are received.

Additionally, please enter information on DOE Form 5631.20 as it appears below:

NAME OF FACILITY TO BE VISITED:

Defense Threat Reduction Agency / Defense Nuclear Weapons School

FOR THE INCLUSIVE DATES:

Enter Dates of Tour Only

FOR THE PURPOSE OF:

Nuclear Weapons Instructional Museum

TO CONFER WITH THE FOLLOWING PERSON(S):

Capt Hunter Stimson

CONTACT PHONE:

505-353-4058

ACCESS REQUESTED TO:

Restricted Data: YES

Other Classified Info: YES

Electronic submission of clearances should be sent to dtra.kirtland.oi.list.oi-msca-abq-visitor-control@mail.mil.



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EOD COURSE SPECIFIC INFORMATION

General Visitor Access Request (VAR) information for all DNWS EOD courses

- **Secret / RD / CNWDI** - SMO: DTRA-ABQ-1
- **TS/SCI / RD/ CNWDI** - SMO: DTRA-SSO-612
- **Security POC:** Mr. Kendall Bell // 505-846-0116 // kendall.m.bell2.civ@mail.mil
- **Class POC:** Maj Nathan Stuhr // 505-853-1504 // nathan.m.stuhr.mil@mail.mil

Follow up VAR submission at the following Organizational Box:

- DTRA Security: dtra.kirtland.oi.list.oi-msca-abq-visitor-control@mail.mil

Specific Visitor Access Request included following the course descriptions below:

1. Advanced Diagnostic Techniques I (ADT-1):

- Required Classification: Unclassified
- DISS SMO: DTRA-ABQ-1

2. Advanced Diagnostic Techniques II (ADT-2):

- Required Classification: Secret//RD//CNWDI
- Required DISS SMO: DTRA-ABQ-1
- **Optional:** ADT-2 provides a TS/SCI module for those with active clearance and Complete SCI Indoc.
Submit TS/SCI/RD/CNWDI to SMO Code: DTRA-SSO-612

3. Advanced Diagnostic Techniques III (ADT-3):

- Required Classification: Secret//RD//CNWDI
- Required DISS SMO: DTRA-ABQ-1
- **Optional:** ADT-3 provides a TS/SCI module for those with active clearance and Complete SCI Indoc.
Submit TS/SCI/RD/CNWDI to SMO Code: DTRA-SSO-612

4. Joint Nuclear EOD Course (JNEODC) AND Weapons Recovery Course (WREC):

- Pre-Reqs: Must submit an additional Sandia National Labs VAR AND Badge Request along with initial DNWS VAR
Sandia VAR Must be submitted 5 days prior to course start date

o Submit your Visitor Access Request to the following:

- Secret // RD // CNWDI to SMO Code: 14213
- SNL POC: Mark Brady (505) 844-6334
- For follow up Contact: incoming@sandia.gov

o Submit completed Badge Request with your class dates to (Sandia Badge Request Form V17):

- ml_tr@sandia.gov
- SNL Class POC: Mark Brady (Military Liaison)
- For Follow Up Contact: ml_tr@sandia.gov

o *Electronic submission of clearances should be sent to dtra.kirtland.oi.list.oi-msca-abq-*