

Based on Article 72., paragraph 1. of the Law on Classified Information ("Official Gazette of the Republic of Serbia", No. 104/09) and Article 42. paragraph 1. of the Law on Government ("Official Gazette of the Republic of Serbia", Nos. 55/05, 71/05 - corrected, 101/07 и 65/08),

The Government hereby adopts the following

DECREE
on the content, form and manner of providing security
clearance certificates for access to classified
information

Article 1.

This decree shall prescribe the content, form and manner of providing security clearance certificates for access to classified information.

Article 2.

Officials, employees or persons performing tasks for public authorities shall sign a statement confirming that they shall handle classified information in accordance with the law and other regulations.

The statement on handling of classified information marked with the "RESTRICTED/ИНТЕРНО" classification level is provided on the form (Form No.1), which is printed together with this decree as its integral part.

Article 3.

The security clearance certificate for access to classified information marked with the "CONFIDENTIAL/ПОВЕРЉИВО" classification level shall consist of the face and the back.

The face of such security clearance certificate shall have the following appearance:

- 1) the background of the face shall be coloured white and have a 3mm wide blue edge;
- 2) the upper part of the security clearance certificate shall bear the inscriptions "Republic of Serbia/Република Србија" and "Office of the Council on National Security and Classified Information Protection/Канцеларија Савета за националну безбедност и заштиту тајних података", which shall be placed 8 mm from the far end of the edge, printed in Cyrillic, and separated with an image of the national coat-of-arms of the Republic of Serbia (dimensions: 6mm x 7mm) printed in the middle between the above two inscriptions;
- 3) the inscription:"SECURITY CLEARANCE CERTIFICATE FOR ACCESS TO CLASSIFIED INFORMATION ATCLASSIFICATION LEVEL /"СЕРТИФИКАТ ЗА ПРИСТУП ТАЈНИМ ПОДАЦИМА СТЕПЕНА" shall be placed parallelly below the above inscriptions;

- 4) the inscription "CONFIDENTIAL/ПОВЕРЉИВО" shall be placed below the inscription "SECURITY CLEARANCE CERTIFICATE FOR ACCESS TO CLASSIFIED INFORMATION AT..... LEVEL/ СЕРТИФИКАТ ЗА ПРИСТУП ТАЈНИМ ПОДАЦИМА СТЕПЕНА";
- 5) The security clearance certificate number shall be placed on the left side below the inscription "CONFIDENTIAL/ПОВЕРЉИВО", and the national identification number (NIN) of the security clearance certificate holder shall be printed in the same row on the right side;
- 6) the name and surname of the security clearance certificate holder shall be placed below the security clearance certificate number;
- 7) the name of the public authority or the legal person the security clearance certificate holder is employed by shall be placed below the name and surname of the security clearance certificate holder;
- 8) the issue date of the security clearance certificate shall be indicated on the left side below the name of the public authority or the legal person, and its validity date shall be stated in the same row on the right side;
- 9) the text "Director/Директор" shall be printed below the validity date of the security clearance certificate and a line provided below for his/her signature;
- 10) the place for seal impression shall be provided in the middle of the lower part of the document and marked as follows: Seal/М.П.

The back of the security clearance certificate shall have the following appearance:

- 1) the background of the back of the security clearance certificate shall be coloured white and have a 3mm wide blue edge;
- 2) the following text shall be printed on the back of the security clearance certificate:

"This security clearance is issued in accordance with Article 87 of the Law on Classified Information ("Official Gazette of the Republic of Serbia", No. 104/09,) and its holder is entitled to have access to information at the "CONFIDENTIAL" classification level in the course of performing work-related duties.

The security clearance certificate holder has been briefed on the above law and other regulations governing classified information, and shall be under obligation to use such information in accordance with these decrees";

- 3) a line for the security clearance certificate holder shall be provided below the above text.

The security clearance certificate for access to classified information of the CONFIDENTIAL/ПОВЕРЉИВО" classification level shall be rectangular-shaped and have the following dimensions: 9,25cm x 8,2cm.

The security clearance certificate for access to the "CONFIDENTIAL/ПОВЕРЉИВО"

classification level (Form No. 2) is printed together with this decree in the ratio 1:1 as its integral part.

Article 4.

The security clearance certificate for access to classified information at the "SECRET/СТРОГО ПОВЕРЉИВО" classified level shall have the face and the back.

The face of the above security clearance certificate shall have the following appearance:

- 1) the background of the face shall be coloured white and have a 3mm wide yellow edge;
- 2) the upper part of the above security clearance certificate shall bear the inscriptions "Republic of Serbia/Република Србија" and "Office of the Council on National Security and Classified Information Protection/ Канцеларија Савета за националну безбедност и заштиту тајних података", which shall be placed 8 mm from the far end of the edge, printed in Cyrillic and separated with an image of the national coat-of-arms of the Republic of Serbia (dimensions: 6mm x 7mm) printed in the middle between the above two inscriptions,
- 3) the inscription:"SECURITY CLEARANCE CERTIFICATE FOR ACCESS TO CLASSIFIED INFORMATION AT.....CLASSIFICATION LEVEL /"СЕРТИФИКАТ ЗА ПРИСТУП ТАЈНИМ ПОДАЦИМА СТЕПЕНА" shall be placed parallelly below the above inscriptions.
- 4) the inscription "SECRET/ СТРОГО ПОВЕРЉИВО " shall be placed below the inscription "SECURITY CLEARANCE CERTIFICATE FOR ACCESS TO CLASSIFIED INFORMATION AT..... LEVEL/СЕРТИФИКАТ ЗА ПРИСТУП ТАЈНИМ ПОДАЦИМА СТЕПЕНА";
- 5) the security clearance certificate number shall be placed on the left side below the inscription "SECRET/СТРОГО ПОВЕРЉИВО, and the national identification number (NIN) of the security clearance certificate holder shall be printed in the same row on the right side;
- 6) the name and surname of the security clearance certificate holder shall be placed below the security clearance certificate number;
- 7) the name of the public authority or the legal person the security clearance certificate holder is employed by shall be placed below the name and surname of the security clearance certificate holder.
- 8) the issue date of the security clearance certificate shall be indicated on the left side below the name of the public authority or the legal person, and its validity date shall be stated in the same row on the right side;
- 9) the text "Director/Директор" shall be printed below the expiry date of the security clearance certificate, and a line provided below for his/her signature;
- 10) the place for seal impression shall be provided in the middle of the lower part of the security clearance certificate, and marked as follows: Seal/М.П.

The back of the security clearance certificate shall have the following appearance:

- 1) the background of the back of the security clearance certificate shall be coloured white and have a 3mm wide yellow edge;
- 2) the following text shall be printed on the back of the above security clearance certificate:

"This security clearance certificate is issued in accordance with Article 87 of the Law on Classified Information ("Official Gazette of the Republic of Serbia", No. 104/09,) and its holder is entitled to have access to information at the SECRET classification level in the course of performing work-related duties.

The security clearance certificate holder has been briefed on the above law and other regulations governing classified information, and shall be under obligation to use such information in accordance with these decrees";

- 3) a blank line for the signature of the security clearance certificate holder shall be provided below the above text.

The security clearance certificate for access to classified information at the "SECRET/СТРОГО ПОВЕРЉИВО" classification level shall be rectangular-shaped and have the following dimensions: 9,25 cm x 8,2cm.

The form of the security clearance certificate for access to classified information at the "SECRET/СТРОГО ПОВЕРЉИВО" classification level (Form No.3) is printed together with this decree in the ratio 1:1 as its integral part.

Article 5.

The security clearance certificate for access to classified information at the "TOP SECRET/ ДРЖАВНА ТАЈНА" classification level shall consist of the face and the back.

The face of the above clearance shall have the following appearance:

- 1) the background of the face shall be coloured white and have a 3mm wide red edge;
- 2) the upper part of the above security clearance shall bear the inscriptions "Republic of Serbia/Република Србија" and "Office of the Council on National Security and Classified Information Protection/Канцеларија Савета за националну безбедност и заштиту тајних података", which shall be placed 8 mm from the far end of the edge, printed in Cyrillic, and separated with an image of the national coat-of-arms of the Republic of Serbia (dimensions: 6mmx7mm) placed in the middle between the above two inscriptions;
- 3) the inscription "SECURITY CLEARANCE FOR ACCESS TO CLASSIFIED INFORMATION T.....CLASSIFICATION LEVEL /"СЕРТИФИКАТ ЗА ПРИСТУП ТАЈНИМ ПОДАЦИМА СТЕПЕНА" shall be placed parallelly below the above inscriptions.
- 4) the inscription "SECRET/ СТРОГО ПОВЕРЉИВО" shall be placed below the inscription "SECURITY CLEARANCE FOR ACCESS TO CLASSIFIED INFORMATION

AT.....LEVEL/СЕРТИФИКАТ ЗА ПРИСТУП ТАЈНИМ ПОДАЦИМА СТЕПЕНА";

- 5) the security clearance certificate number shall be placed on the left side below the inscription "TOP SECRET/ДРЖАВНА ТАЈНА", and the national identification number (NIN) of the security clearance holder shall be printed in the same row on the right side;
- 6) the name and surname of the security clearance certificate holder shall be placed below the security clearance certificate number;
- 7) the name of the public authority or the legal person the security clearance certificate holder is employed by shall be placed below the name and surname of the security clearance certificate holder;
- 8) the issue date of the security clearance shall be indicated on the left side below the name of the public authority or the legal person, and its validity date shall be stated in the same row on the right side;
- 6) the text "Director/Директор" shall be printed below the above validity date, and a line for his/her signature provided below;
- 10) a place for seal impression shall be provided in the middle of the lower part of the security clearance certificate and marked as follows: Seal/М.П.

The back of the security clearance shall have the following appearance:

- 1) the background of the back of the security clearance shall be coloured white and have a 3mm-wide red edge;
- 2) the following text shall be printed on the back of the security clearance certificate:

"This security clearance is issued in accordance with Article 87 of the Law on Classified Information ("Official Gazette of the Republic of Serbia", No. 104/09,) and its holder is entitled to have access to information at the "TOP SECRET" classification level in the course of performing work-related duties.

The security clearance certificate holder certificate has been briefed on the above law and other regulations governing classified information, and shall be under obligation to use such information in accordance with these decrees";

- 3) a line for the security clearance certificate holder's signature shall be provided below the above text.

The security clearance certificate for access to classified information at the " TOP SECRET/ДРЖАВНА ТАЈНА" classification level shall be rectangular-shaped and have the following dimensions: 9,25 cm x 8,2 cm.

The security clearance certificate for access to the "TOP SECRET/ДРЖАВНА ТАЈНА" classification level (Form No. 4) is printed together with this decree in the ratio 1:1, as its integral part.

Article 6.

The face of security clearance certificates issued by the Security and Information Agency and the Military Security Agency pursuant to the law shall bear the inscriptions "Military and Information Agency" or "Military Security Agency" instead of the inscription "Office of the Council on National Security and Classified Information".

The security clearance certificates referred to in paragraph 1. of this Article shall have the same content as the ones issued by the Office of the Council on National Security and Classified Information Protection, except for referring to Article 67 of the Law on Classified Information in the text printed on the back as the grounds for their issuance.

Article 7.

The facility security clearance certificates for access to classified information by legal persons is provided on the form (Form No.5) which is printed together with this decree, as its integral part.

Article 8.

The provisions of this decree shall also apply to the content, form and manner of providing a provisional security clearance certificate.

The provisional security clearance certificate shall be valid until the completion of the procedure for issuing a security clearance certificate in accordance with the law.

Article 9.

The person who is issued a security clearance certificate for access to classified information shall be under obligation to sign a written statement, confirming that he/she has received such a certificate, as well as to take over the same in person at the Office of the Council on National Security and Classified Information Protection.

Article 10.

This decree shall enter into force on the eighth day from its publication in the "Official Gazette of the Republic of Serbia".

Ref. 05 No. 110-5573/2010
Belgrade, 29 July 2010 године

Government

First Deputy Prime Minister
Ivica Dačić, sgd.

/Name of public authority/
File No. : _____
Date: _____
Place: _____

**STATEMENT ON
HANDLING OF CLASSIFIED INFORMATION AT
“RESTRICTED” CLASSIFICATION LEVEL**

I hereby state and confirm that I shall handle classified information at the “RESTRICTED” classification level in accordance with the Law on Classified Information and other regulations governing classified information.

STATEMENT MADE BY:

/Name and surname/

/ID Card No. /

/ NIN /

/Signature/

Republic of Serbia		Office of the Council on National Security and Classified Information Protection
SECURITY CLEARANCE CERTIFICATE FOR ACCESS TO CLASSIFIED INFORMATION AT CONFIDENTIAL CLASSIFICATION LEVEL		
Certificate No. _____	NIN _____	
Name and surname _____		
Name of public authority or legal person _____		
Issue date: _____	Validity date: _____	
Seal		Director


THIS SECURITY CLEARANCE CERTIFICATE IS ISSUED IN ACCORDANCE WITH ARTICLE 87. OF THE LAW ON CLASSIFIED INFORMATION ("OFFICIAL GAZETTE OF RS", No.104/09) AND ITS HOLDER SHALL BE ENTITLED TO HAVE ACCESS TO CLASSIFIED INFORMATION AT THE "CONFIDENTIAL" CLASSIFICATION LEVEL IN THE COURSE OF PERFORMING WORK-RELATED DUTIES.

THE SECURITY CLEARANCE CERTIFICATE HOLDER HAS BEEN BRIEFED ON THE REGULATIONS GOVERNING CLASSIFIED INFORMATION AND SHALL BE UNDER OBLIGATION TO USE THE SAME IN ACCORDANCE WITH THESE REGULATIONS.

CERTIFICATE HOLDER'S SIGNATURE

Republic of Serbia		Office of the Council on National Security and Classified Information Protection
SECURITY CLEARANCE CERTIFICATE FOR ACCESS TO CLASSIFIED INFORMATION AT SECRET CLASSIFICATION LEVEL		
Certificate No. _____	NIN _____	
Name and surname _____		
Name of public authority or legal person _____		
Issue date _____	Validity date _____	
	Seal	Director

<p>THIS SECURITY CLEARANCE IS ISSUED IN ACCORDANCE WITH ARTICLE 87. OF THE LAW ON CLASSIFIED INFORMATION (“OFFICIAL GAZETTE OF RS”, No.104/09) AND ITS HOLDER SHALL BE ENTITLED TO HAVE ACCESS TO CLASSIFIED INFORMATION AT THE “SECRET“ CLASSIFICATION LEVEL IN THE COURSE OF PERFORMING WORK-RELATED DUTIES.</p> <p>THE SECURITY CLEARANCE CERTIFICATE HOLDER HAS BEEN BRIEFED ON THE REGULATIONS GOVERNING CLASSIFIED INFORMATION AND SHALL BE UNDER OBLIGATION TO USE THE SAME IN ACCORDANCE WITH THESE REGULATIONS.</p> <p style="text-align: center;">_____ CERTIFICATE HOLDER'S SIGNATURE</p>
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Republic of Serbia		Office of the Council on National Security and Classified Information Protection
SECURITY CLEARANCE CERTIFICATE FOR ACCESS TO CLASSIFIED INFORMATION AT TOP SECRET CLASSIFICATION LEVEL		
Certificate No. _____	NIN _____	
Name and surname _____		
Name of public authority or legal person _____		
Issue date: _____	Validity date: _____	
	Seal	Director

THIS SECURITY CLEARANCE IS ISSUED IN ACCORDANCE WITH ARTICLE 87. OF THE LAW ON CLASSIFIED INFORMATION ("OFFICIAL GAZETTE OF RS", No.104/09) AND ITS HOLDER SHALL BE ENTITLED TO HAVE ACCESS TO CLASSIFIED INFORMATION AT THE "TOP SECRET" CLASSIFICATION LEVEL IN THE COURSE OF PERFORMING WORK-RELATED DUTIES.

THE SECURITY CLEARANCE CERTIFICATE HOLDER HAS BEEN BRIEFED ON THE REGULATIONS GOVERNING CLASSIFIED INFORMATION AND SHALL BE UNDER OBLIGATION TO USE THE SAME IN ACCORDANCE WITH THESE REGULATIONS.

CERTIFICATE HOLDER'S SIGNATURE



REPUBLIC OF SERBIA

**OFFICE OF THE COUNCIL ON NATIONAL SECURITY
AND CLASSIFIED INFORMATION PROTECTION**

**FACILITY SECURITY CLEARANCE CERTIFICATE FOR LEGAL PERSON
FOR ACCESS TO CLASSIFIED INFORMATION**

On(date) the Office of the Council on National Security and Classified Information Protection issued to(name of facility), located at(address of legal person) represented by.....(name and surname of legal representative) a security clearance certificate for access to classified information at the.....classification level valid until in accordance with the provisions of the Law on Classified Information.

The Office of the Council on National Security and Classified Information Protection confirms that the legal person:

* (a) possesses storage capabilities for the safeguarding of classified information up to thelevel provided by the by-laws and the Law on Classified Information.

* (b) possesses no storage capabilities for the safeguarding of classified information provided by the by-laws and the Law on Classified Information.

Certificate No. _____
Issue date _____

Director

Seal

/Signature/

*Delete (a) or (b) as applicable