To obtain the authority to process information technology (IT) designation, organizations must hold a valid:

- **Designated organization screening (DOS)** or a **Facility security clearance (FSC)**
- **Document safeguarding capability (DSC)**

The IT security inspection focuses on the IT systems the organization will be using to produce, process and store protected or classified GC information.

It is conducted **after** the contract has been awarded and physical security requirements have been met.

### Before the inspection

1. A PSPC IT inspector is appointed and will contact the organization’s CSO.
2. The CSO is required to complete an IT security checklist and submit a detailed picture of its organization’s IT environment to the IT security inspector.
3. The IT security checklist is used by the inspector to assess the organization’s ability to produce, process and store sensitive government information technology at the organization’s work site.

### During the inspection

The IT security inspector evaluates the organization’s IT system to ensure that the appropriate safeguards are in place. The organization is expected to demonstrate the ability to securely produce, process and store sensitive GC information.

### After the inspection

- Only employees who have a **need-to-know** based on their duties are authorized to access sensitive GC information and assets.
- Any personnel working on the contract may be interviewed during the IT security inspection.
- The recommendations of the IT security inspector must be validated in a **declaration letter** after the inspection is completed.

### Contact us:

**Toll-free**: 1-866-368-4646

**National Capital Region**: 613-948-4176

**Email**: ssi-iss@tpsgc-pwgsc.gc.ca

**Website**: www.tpsgc-pwgsc.gc.ca/esc-src

**Contract IT requirements** are generally defined by GC client department’s project authorities.

**IT approvals are contract-specific, and are valid for the life of the contract.**