

504.1370 Credentials and Access Management.

(a) Procedures.

(1) The CIO P 2181.1 - GSA HSPD-12 Personal Identity Verification and Credentialing Handbook details the credentials and access management procedures for contracts or orders including FAR clause at 52.204-9, Personal Identity Verification of Contractor Personnel and GSAR clause at [552.204-9](#), Personal Identity Verification Requirements.

(2) The CIO P 2181.1 - GSA HSPD-12 Personal Identity Verification and Credentialing Handbook includes guidance for-

(i) Managing credentials;

(ii) Ensuring credentials are returned to the GSA Office of Mission Assurance when a contractor employee leaves the contract or when a contract ends; and

(iii) Ensuring access to information technology is disabled when a contractor employee leaves the contract or when a contract ends.

(3) The CIO P 2181.1 - GSA HSPD-12 Personal Identity Verification and Credentialing Handbook, as well as additional resources for implementing the credentials and access management requirements, can be found on GSA's Acquisition Portal at <https://insite.gsa.gov/acquisitionportal>.

(b) Delegating Responsibilities. Contracting officers must ensure any contracting officer's representative delegation letter includes language for credentials and access management responsibilities. Standard delegation language can be found on GSA's Acquisition Portal at <https://insite.gsa.gov/acquisitionportal>.

Parent topic: [Subpart 504.13 - Personal Identity Verification of Contractor Personnel](#)