

# Standard Practice Guide Policies

## Security Clearance

201.53

**Applies to:** All Employees

### I. POLICY

The University may require a security clearance of its staff members, as a condition of employment in certain positions. Such clearance may be necessary for incumbents or applicants for employment, if their work requires access to information classified by the Federal Government. The determination of need for security clearance for specific positions or projects will be mutually determined by the University and the responsible Government Agency.

### II. REGULATIONS

- A. University staff members holding positions which are determined to require security clearance, and applicants for these positions, will be informed of this regulation prior to any investigation into their background.
- B. Pending security clearance, a staff member will not be allowed access to classified information.

### Notes

This SPG was updated in November 2023 to clarify the policy applies to all employees and to provide links to related policies and the procedure.

**SPG Number:**

201.53

**Applies To:**

All Employees

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**Owner:**

University Human Resources and the Office of the  
Provost and Executive Vice President for Academic

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**Related Policies:**

Background Screening (/policy/201.95)  
Insider Threat Program (/policy/601.40)

**Related Links:**

Procedure (<https://hr.umich.edu/working-u-m/management-administration/uhr-procedures/20153-security-clearance>)

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