

TIPS ON PROTECTING YOUR SECURITY CLEARANCE WHEN TRANSITIONING FROM THE CANADIAN ARMED FORCES



1. KNOW YOUR CURRENT STATUS

- Clearance types and Validity: Secret (10 yrs), Top Secret (5 yrs), Reliability (10 yrs)
- Confirm expiry date with your Unit Security Officer (USO)



2. GET YOUR DOCUMENTS BEFORE RELEASE

- TBS 330-23 (Personnel Screening Consent & Authorization)
- CF 54 (Release Certificate)
- 10-year address & employment history



3. UNDERSTAND THE RULE

- Clearances belong to the Government of Canada — they do not remain "active" after release, BUT they can be reactivated by an employer.
- Your Clearance Stays on File, when you transition it becomes inactive — not erased.



4. KNOW HOW EMPLOYERS REACTIVATE YOUR CLEARANCE

- Employer must be registered with PSPC Contract Security Program
- Their Facility Security Officer submits a Transfer of Eligibility (ToE) request



5. TIMING MATTERS

- Best: within 12 months of release
- Acceptable: 12–24 months depending on level



6. TIPS THAT CAN HELP

- Avoid large employment gaps
- Keep address history accurate
- Inform employers you have an inactive CAF clearance



7. MYTHS vs FACTS

Myth: Your clearance disappears on release.

Fact: It becomes inactive but recoverable.



8. CYBER ROLES BENEFIT QUICKER ACTIVATION

- Many CAF veterans can have security clearances reactivated considerably faster for cleared cyber jobs. Employers value that.

NOT LEGAL ADVICE — The above information offers general guidance and should not be relied upon as an official interpretation of policies or procedures. Veterans and transitioning members should seek appropriate advice from their Unit or CAF Transition Advisor

