



VICE CHIEF OF THE DEFENCE STAFF
DIRECTOR GENERAL DEFENCE SECURITY

Life Changes Happen

Report What Matters

DND employees and CAF members are required to report any changes in their personal circumstances.

Not reporting these changes could constitute a security concern.



What to report? **new update**

- **Change in their personal status**
(change in marital status - changing to single, married, divorced, widowed, common-law or separated)
- **Name change**
- **Change in their legal status**
(changing from Permanent Resident to Canadian citizen, obtaining dual citizenship with another country)



Did you know these must also be reported?

- ✓ **Change in criminal record status**
(criminal conviction, suspension of a criminal record or other judicial prohibitions)
- ✓ **Involvement with law enforcement**
(suspect in a criminal investigation or arrest)
- ✓ **Association with criminals**
- ✓ **Significant change in financial situation**
(bankruptcy or unexpected wealth)

By informing your supervisor of any changes you help limit the ability for others to exploit a potential risk.



FOR MORE INFORMATION

NDSOD, Standard 4B:
Individual Security Screening Program

- ➕ [Annex G: Change of Circumstance Reporting](#)
- ➕ [Change of Circumstance Report \(DND 4151 form\)](#)