

*[DOD or IC ORGANIZATION CUSTOMER NAME]*  
*[DOD OR IC ORGANIZATION CUSTOMER ADDRESS]*

*[DATE]*

NIAP CCEVS Director  
9800 Savage Road  
Suite 6757  
Ft. George G. Meade, MD 20755-6757

To Whom It May Concern:

This letter is to inform you that the *[DOD or IC ORGANIZATION]* intends to evaluate/purchase *[PRODUCT NAME and VERSION]* from *[VENDOR NAME]* in support of *[PROJECT NAME or CONTRACT NAME]*.

*[This paragraph of the LOI should provide the following information:*

- 1. Full product name and version number.*
- 2. Description of the expected usage scenario and operational environment in which the product will be implemented. And,*
  - a. If a U.S. approved Protection Profile exists and the EAL requested exceeds the EAL of the PP, a detailed justification for the higher EAL is required. This must include the government agency's rationale specifying why the U.S. approved PP alone is not sufficient to meet their requirements.*
  - b. If no U.S. approved PP exists, the government agency must also identify the security related features for which the product is intended to be used. This will allow CCEVS to verify that no U.S. approved PP exists and help us determine whether a new PP should be developed for that particular technology type.*
- 3. Name of the government policy, regulation, or directive that stipulates the requirement for the product to undergo a CC evaluation.*
- 4. Government agency technical point of contact to include organization/office designator, phone number and email address.*
- 5. Government agency acquisition authority point of contact to include organization/office designator, phone number and email address. ]*

This letter in no way binds *[DOD or IC ORGANIZATION]* to purchase this product. However, successful evaluation of this product will be a determining factor in our acquisition decision process.

*[NAME]*  
*[TITLE]*