



SASIG Conference Call July 24, 2008

Participants:

Anderson, Valerie, ORISE
Adams, Crystal, SRS
Ard, Tina, NNSA Y-12
Blount, Patricia, LANL
Brown, Tara, SRS
Gallion, Mary, HS-71
Jenks, Joyce, DOE Idaho
Jowers, Don, DOE SRS

Minton, Lauri, Pantex
Oelrich, Kent, LLNL
Singleton, Kyle, Pantex
Smith, Rick, SRS
Spaulding, Larry, Pantex
Stottler, April, HS-61
Swiger, Brenda, HS-1.31

Safeguards & Security Awareness Coordinator Training Class – NTC

DOE NTC, Instructors:

Lyerly, Mary
Matthews, Debbie

DOE NTC, Training Class:

Bodin, Drew, NSO
Buvinger, Bruce, DOE AL
Christian-Payne, Susan, NSO
Chovancek, David, CH
Clinkenbeard, Thomas, DOE AL
Colvin, Carrie, SNL/CA
Mann, Margaret, LLNL

Marino, Layne, NSO
Obbish, Jennifer, CH
Ordonez, Edward, DOE AL
Robinson, Kristopher, RL
Sharp, Lisa, LANL
Williams, Barbara, SNL/NM

Opening

Welcome

Kent Oelrich, Steering Committee (SC) Vice-Chair, conducted the call in place of Kristine Inskip, Chair. We extend to Kris and her family our condolences on the passing of her father. Kent welcomed all callers and gave a special welcome to members of the NTC Security Awareness Coordinator Training class who participated in the call.

Report from DOE HQ

Mary Gallion, DOE Advisor, reported on an upcoming Government directive that will require agencies to adopt a uniform term for unclassified, sensitive information (now under various names). The information would be designated as Controlled Unclassified Information, or CUI. The National Archives and Records Administration (NARA) will oversee and implement the new CUI framework. A memo from NARA proposing implementation actions has been drafted and is awaiting White House approval. DOE implementation will be handled through the Office of Classification, HS-90, once instructions from NARA have been received. Initially, the program will apply only to the Executive Branch of the government and will not affect private companies. Implementation will emphasize the protection of terrorism and homeland security information.

Mary said that the draft revision of DOE M 470.4-1, *Program Planning and Management*, is still on hold. The Design Basis Threat should be out soon, which should allow the manual to go forward. SC/S&S Awareness Policy Panel (SSAPP) members provided comments on Part 2, Section K, S&S Awareness Program, which have been incorporated into the draft.

Mary gave an update on badge reciprocity among Government agencies in answer to a question on the last call from Kristine Inskeep. As the provisions of HSPD-12 are implemented, individuals with badges from other Federal agencies, such as the Department of Agriculture, will be able to use those badges as proof of identity for basic access to a DOE site. This would be true of government contractors as well as Federal employees, as long as they have an HSPD-12 badge giving them routine access to a federal facility. However, badges from a specific contractor (such as the Boeing Company, which supports DoD) would not be accepted as part of this reciprocity. The common badge verifies that “you are who you say you are;” it is proof of identity. However, procedures will still be needed to verify that an individual has a valid reason to visit a particular facility and to ensure that access restrictions within a facility are appropriately enforced.

2008 SASIG Workshop Postings

Highlights of the 2008 Workshop will be posted very soon on the SASIG Website.

ORISE's Communications Department, which handles websites, is currently working on posting the 2008 Highlights and information on the 2009 Workshop, along with other updates. We will let everyone know when the postings are complete. New postings will include a Photo Album of workshop events taken by INL photographer, John Howze.

Chet Braswell reported to Valerie that Richland Operations is reviewing the "Security Ed Challenges" to be shared with the SASIG. Chet said the Challenges will have 200 questions and answers—and feedback. References to Hanford internal procedures have been removed to make the challenges suitable for posting on the SASIG Website. These should be available soon. Also, Chet reported that site programmers are working on the "Challenge, No Challenge" security awareness campaign that Chet presented at the 2008 Workshop. Chet gave programmers 26 topics and questions on "what we are protecting" and ranked the topics. The SASIG will be posting both the "Security Ed Challenges" and the "Challenge, No Challenge" awareness campaign under S&S Awareness Program Resources. In addition, we are posting the 2001 Washington State Study, *Security Awareness and Ownership at Hanford*, which Chet discussed in his workshop presentation and that still has current relevance.

What the SASIG Offers

To give the new Security Awareness Coordinators attending the NTC training some background information on our SASIG, we discussed what the group offers and has meant to its members. Kent Oelrich said that the SASIG serves as a foundation for many of the security disciples. He is no longer responsible for his site's Security Awareness Program, but remains a member of the Steering Committee and continues to benefit from the workshops and SASIG activities. Kent said the annual workshop is especially valuable and features many speakers on various S&S topics of interest. He feels this past workshop in Idaho inspired several people to attend the NTC training class. Valerie pointed out that persons no longer working directly with the S&S Awareness want to stay involved because information that the group disseminates applies to several S&S programs.

Valerie gave a brief history of the SASIG, from its beginnings in 1985 as an Office of Safeguards and Security (OSS) working group for S&S training to its current mission of promoting security awareness within the Department of Energy and other agencies. The SASIG has been a continuous resource for site security education and awareness programs, developing products, providing expertise for working issues and finding solutions, and sharing information. For more information, go to our Website at www.ornl.gov/sasig and click on menu items: What We Offer and Who We Are. See also the other menu items which tell about our Annual Workshop, our Steering Committee, the S&S Awareness Policy Panel, and S&S Awareness Program Resources. Note: the Website is currently being updated.

Mary noted that the SASIG Steering Committee forms the core of the Security Awareness Policy Panel. Participation in the SASIG allows professionals working in security awareness and related disciplines to be aware of policy issues and developments and to bring up policy-related questions and concerns. Through the Policy Panel, the SASIG provides an opportunity for HS-71 to get valuable input that will help to shape policy and make it more workable for the individuals who will ultimately implement it.

Report of SASIG Task Groups:

NTC Security Awareness Coordinator Training

Layne Marino, Task Group Lead, gave a report on the upcoming revision of the NTC training course. This revamping of the course will not take place until sometime in 2009; however, Layne said he is interested in getting input from those who have taken the class. In fact, he plans to poll the current class members about what the class should be providing to new coordinators to better perform their jobs. The SASIG previously did a critique and analysis of training effectiveness in 2003, and results were reported at the 2004 S&S Awareness Quality Panel meeting.

Questions for HQ OIO Audits (Security Awareness Questionnaire)

Drew Bodin, Task Group Lead, reported that he is compiling questions received from members of the Steering Committee and others to use for the Security Awareness Questionnaire Project. Representatives from the Office of Independent Oversight (HS-61) have offered to review the questions the Task Group submits. The intent is to develop three sample questionnaires of 25 questions each to help sites prepare for an OIO audit of the S&S Awareness Program. If enough questions are received, it may be possible to post additional samples for reference on the SASIG Website.

2009 SASIG Workshop and Meetings

Note: New dates for the workshop! Our 2009 Workshop and Meetings will be held in Las Vegas at the Nevada Site Office from March 30 – April 2, 2009. The 2-day workshop is Tuesday, March 31 – Wednesday, April 1. An SSAPP meeting is planned for the afternoon of March 30 (Monday). On Thursday, April 2, we are considering offering a morning tour of the Atomic Testing Museum in downtown Las Vegas. The Steering Committee will meet the afternoon of April 2. We thank Layne Marino for reserving the Great Basin Room for workshop sessions and making arrangements with his management. Further information will be posted on the SASIG Website under Annual Workshop.

Sandy Womble has contacted three hotels about reserving a block of rooms for those attending the workshop; however, she is asking for members' input on whether ORISE should contract for a conference hotel. On the call, we asked whether a conference hotel is necessary or would persons want to make their own reservations at a hotel of their choice. Three people responded that they would like to be able to choose where they stayed. Layne and Drew said they would send Sandy a "short list" of hotels in Las Vegas that people might consider. We will discuss this further on next month's call.

Discussion: A More Effective Website

The SASIG would like its website to be an effective resource for security awareness material, ideas, and information. In the coming weeks and months, we plan to add to the resources currently offered. The following would be available under S&S Awareness Program Resources:

Sample Briefings

We will ask sites to send in briefings that are current and approved by their management. Briefings would include Initial, Comprehensive, Termination, Refresher, and any special briefing of interest. Briefings will not be scrutinized for policy requirements, and we understand they may contain site-specific information. Sample briefings will be a beneficial resource for site programs.

Benchmarking

The SASIG would like to include examples of how sites handle particular situations/topics, such as badging of visitors (one example). We will plan to discuss Benchmarking further on another call.

Lessons Learned

We are planning to post the Defense Nuclear Security – Lessons Learned Center (DNS-LLC) link so that SASIG members can access the DNS Lessons Learned site at Los Alamos National Laboratory. The site, sponsored by NNSA, facilitates the sharing of lessons-learned data on physical security-related issues. In turn, the DNS will offer a link to our SASIG Website. Sharing resources is an important mission of the SASIG.

Kent Oelrich said that it would be good to solicit feedback on usefulness of the Website. ORISE will explore setting up a feedback mechanism for the Website.

Other Issues

Joyce Jenks asked for information from sites on how they process visitors who may spend a day or longer at the site. She specifically asked whether Physical Security has a need for a

person's Social Security number before badging. Mary Gallion said she would check on policy and report on the next call.

Next Conference Call

The next Steering Committee conference call will be on Thursday, August 14, at 1:00 pm EDT, the second Thursday of the month. At our May 1 SC meeting, we agreed to move the monthly call from the third Thursday to the second Thursday to avoid a conflict with the HSPD-12 call. The call-in number is 202-287-1380.