

**SASIG Steering Committee
Conference Call
August 18, 2005**

Participants:

Loren Evenson, SO-10.1
Virginia Reams, NNSA LSO
Joyce Jenks, DOE ID
Sharon Shafer, OA-10
Kayla Lozano, EM-3.1
Melissa Bebej, DOE CH
Tom Hoertkorn, DOE ORP
Mike Royack, DOE ORP
Bill Husser, NNSA AL
Valerie Anderson, ORISE

Sylvia Lovelett, Pantex
Kent Oelrich, LLNL
Jeff Dugar, SPRO
Chet Braswell, Hanford
Tina Hartley, SRS
Addie Templeton, BPA
Kathy Walker, BNL
Bonnie Harris, RL
Jessica Vasquez, WIPP
Rhonda Morgan, ORISE

Highlights:

2006 SASIG Workshop and Meetings

Our 2006 SASIG Workshop and meetings will be held in Charleston, SC, with the Savannah River Site as host. ORISE has contacted several hotels in Charleston and we should be able to determine a location and date soon. We will send out an e-mail to our call list and the information will also be posted on the SASIG Website.

Sylvia Lovelett asked for recommendations for workshop speakers. We will be looking for a keynote speaker, perhaps someone from the local area. We also plan to have someone speak on Unclassified Foreign Visits and Assignments (UFV&A), a topic that has been missing from the last few workshops. As we plan the agenda on future calls, we will ask for Tools of the TRADE presentations. Kaye Hall has volunteered for presentation on the Termination Briefing. Kaye sent out a request to sites for information on Termination Briefings and said she will include site responses. Chet Braswell also volunteered for a Tools presentation, with topic to be determined. He said incidents of security concern and lost and stolen badges continue to be issues at Hanford and he would like to address those among others. Virginia Reams recommended we look again at the topics suggested by the Steering Committee at the April 21 meeting in Seattle. These topics are noted in the minutes of that meeting, posted on the Website. Go to <http://www.ornl.gov/sa> and click on Steering Committee, scroll down to Monthly Conference Calls, and pull up minutes for April 21, 2005.

SASIG Special Task Group Project

Kent Oelrich is Lead for the task group project to develop a generic Annual Refresher Briefing for off-site personnel. Kent provided a briefing outline for the group to review and discuss on their next conference call. Kent said task group members will be assigned particular topics to develop, and persons outside the group may be asked to give input on

specific topics. The task group also has sample briefings that may work with some modification. A target date for a final draft is the Steering Committee meeting to be held in January 2006.

SASIG Website

We will be posting S&S Awareness Program materials on the SASIG Website Resources page soon. Valerie has forwarded several items to Loren Evenson for review. These include posters and banners, newsletters, sample briefings, and security slogans and clips sent to ORISE during the past months. We will continue to develop this section of the Website as new items are submitted.

Request for Newsletters and Bulletins

Virginia asked for copies of site security newsletters and bulletins. If you have a newsletter or bulletin to share, please send to Virginia at vreams@doeal.gov with a copy to Valerie. Any submitted materials will be reviewed for posting on our Website. Chet Braswell said he would provide a recent poster and newsletter from Hanford.

Sensitive Countries List

We briefly discussed the Sensitive Countries List, which is currently dated April 2002, is marked Official Use Only (OUO), and is available on the Internet through the following two sources:

For those in Unclassified Foreign Visits and Assignments with access to the on-line FACTS database (which is OUO), the Management page has a drop-down List Reports link which takes you to the List. The List can be exported from FACTS as an Excel file, which can be sorted or otherwise modified as the user needs.

For those at Headquarters or registered users in the field, the List is available on the export control Website maintained by the Office of International Regimes and Agreements, NA-243 (formerly NA-242). At <http://hq.na.gov/na-242/>, click on "Export Control Reference Materials," which brings up access to both the Sensitive Countries and Sensitive Subjects Lists.

10 CFR 707, "Drug Testing and Substance Abuse" Implementation

Mike Royack asked whether anyone has implemented 10 CFR 707 at his/her site. The Office of River Protection is in the process of implementing this program for drug testing and substance abuse. Although Human Resources has responsibility for the program, S&S Awareness has an interest; particularly if a site has a Human Reliability Program. Virginia Reams said she would provide information from the Livermore Site Office. If you have an implementation plan for 10 CFR 707 or other information to share, please contact Mike at michael_j_royack@orp.doe.gov.

Update on new DOE Badges

Kayla Lozano gave an update on DOE's implementation of the new Government-wide credentials. The credentials are required by HSPD-12 (Homeland Security Presidential Directive-12, *Policy for a Common Identification Standard for Federal Employees and*

Contractors, 8/27/04) and will replace the variety of badges used by Federal agencies. Kaye serves on one of the task forces convened to implement HSPD-12.

There will be a phased implementation of the requirements beginning in October 2005. The current focus is on getting the identity proofing piece in place by October 27. Identity proofing requires verifying identity through presentation of two forms of identification from the lists on Form I-9 and a background investigation. Draft DOE N 206.1, Identity Proofing, was distributed on August 19 for review and comment by August 25, and will be published soon thereafter. The identity proofing process will be integrated into existing DOE procedures for issuance of security badges. As HSPD-12 is being phased in, beginning with new hires, the current DOE badge will continue to be issued until October 27, 2006. At that time, rebadging will begin with the new style and with a target completion for all personnel of September 2007. DOE will be making announcements as warranted of the implementation status and any actions that need to be taken.

Update on S&S Streamlined Directives

Loren Evenson reported that the streamlined S&S Order and Manuals are now with the Headquarters Executive Secretariat for final processing. He said that these directives are expected to be issued in the near future.

Next Conference Call

The SASIG Steering Committee call will be Thursday, September 15, at 1:00 p.m. EDT.