

**SASIG Steering Committee  
Conference Call  
August 17, 2006**

**Participants:**

Sylvia Lovelett, Chair, Pantex  
Loren Evenson, SP-61  
Kristine Inskeep, INL  
Joyce Jenks, DOE ID  
Gloria deBoer, BNL  
Marrine O'Conner, DOE SR  
Tamara Peterson, NNSA Pantex  
Mike Stalcup, SP-41  
Chet Braswell, Hanford  
Valerie Anderson, ORISE

Charles Montoya, Sandia-NM  
Fran Armijo, Sandia-NM  
Rhonda Cook, SRS  
Shiela Major, SRS  
Jeff Dugar, SPRO  
Dionne Hidalgo, Sandia-CA  
Jessica Vasquez, WIPP  
Bonnie Harris, RL  
Nancy Cross, Y-12  
Carmen Willis, Y-12

**Highlights:**

***2007 SASIG Workshop and Meetings***

Next year's SASIG Workshop and SC Meeting and S&S Awareness Quality Panel (SSAQP) Meeting will be held in Oak Ridge, Tennessee, April 17-19, 2007. Workshop dates are Tues.-Wed., April 17-18, with SSAQP and SC meetings scheduled for Thursday, April 19. Sessions will be held at Pollard Technology Conference Center on the ORAU/ORISE campus. We have reserved rooms for attendees at a nearby hotel. With Oak Ridge contractor assistance, we will plan a tour of OR facilities/sites; in particular, the Y-12 National Security Complex and Oak Ridge National Laboratory (ORNL). We hope to be able to offer the tour twice, once on Monday afternoon, April 16, and the same tour on Thursday following the SSAQP and Steering Committee meetings (with meeting times adjusted to accommodate the tour).

***Security Awareness Event***

Sylvia Lovelett thanked those who responded to her request for ideas for an upcoming Security Awareness Week at Pantex. She said she recently did some benchmarking at Sandia-NM and Los Alamos National Laboratory, talking with Security Awareness Program Managers about site programs. She was most impressed with the "team" concept in place to handle all aspects of security awareness at these large sites.

Sylvia would welcome further input from SASIG members. If anyone has organized a security fair or similar event and has ideas/material to share, please contact Sylvia at [slovelet@pantex.com](mailto:slovelet@pantex.com). Please copy Loren Evenson at [loren.evenson@hq.doe.gov](mailto:loren.evenson@hq.doe.gov) and me, and we will plan to share some of these ideas on the SASIG Website.

Sylvia also said she is adapting the Refresher Briefing provided by the Office of Headquarters Security Operations for use at Pantex. CDs of the briefing were available

at the 2006 TRADEing Post. Tina Vaughen has advised that those who want a CD should e-mail their request to [tina.vaughen@hq.doe.gov](mailto:tina.vaughen@hq.doe.gov).

### ***Security Awareness Poster Ideas***

Chet Braswell asked whether anyone is working on new security awareness posters. He is interested in sharing ideas for future posters and said he will make available through the SASIG posters being developed for Hanford by a student intern. The intern is a music major and has used music as a theme for the set of posters. Chet would like to develop another set based on the theme of “management’s involvement with security.” Anyone with a poster idea that fits that theme may contact Chet at [c\\_e\\_chet\\_braswell@rl.gov](mailto:c_e_chet_braswell@rl.gov).

### ***Security Awareness Issues***

#### ***Sensitive Countries***

The SASIG received a request for clarification re a country no longer identified as a “state sponsor of terrorism” but now listed as a sensitive country. Loren pointed out that the State Department, not DOE, determines which countries are considered state sponsors of terrorism and all of them are on DOE’s Sensitive Countries List. For Security Awareness purposes, it is enough to make people aware that travel to sensitive countries requires special considerations. There are even more considerations if the travel is to a country that is a sponsor of terrorism, but that is the job of Foreign Travel personnel. The Sensitive Countries List is available through Foreign Travel personnel that service the various sites. 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, at <http://hq.na.gov>: Go to the “HQ Intranet Sites” column on the left and click on Export Control Policy and Cooperation,” then click on “Export Control Reference Materials.” Questions concerning travel to sensitive countries should be addressed to Julie Squires, Program Manager, DOE Official Foreign Travel Program, 202-586-4048, or [Julie.squires@hq.doe.gov](mailto:Julie.squires@hq.doe.gov).

#### ***Awareness Briefings for Foreign Nationals***

Loren addressed a member’s question on providing Initial Briefings for uncleared non-employee foreign nationals, such as subcontractors, consultants, temporary workers, etc., working on site. He said any employee who requires an Initial Briefing must receive this briefing, regardless of foreign national status. Foreign nationals with access authorizations (not many of these granted) must receive a Comprehensive Briefing. There are many restrictions on such access authorizations; however, it is up to the sponsor of the foreign national to ensure that the individual is briefed on those restrictions.

### ***DOE M 470.4-4, Information Security***

Loren reported a page change to the Information Security Manual is in the works, mostly dealing with accountable CREM. One proposed change that may be of particular interest to Security Awareness is on page I-3, paragraph 6.e. It currently states that cleared personnel who do not handle classified matter (e.g., maintenance, janitorial, food service personnel) “must receive training and be able to identify unprotected classified

matter...and know the associated reporting requirements.” The proposed change is to have it state that they “must receive training and/or briefing.” Some sites may expect the Comprehensive Briefing to satisfy the revised requirement.

#### ***MPC&A Awareness – Security Culture Team***

Gloria de Boer, a member of DOE’s Security Culture Team to improve security awareness in Russia, said the team arranged for a group of Russians to visit the Savannah River Site (SRS) to observe security awareness and tour the site. Gloria thanked SRS security awareness personnel, particularly Rhonda Cook, who assisted with awareness presentations. She also thanked Kris Inskeep at INL who has become involved with the cultural team in facilitating presentations. In September, Kris will be traveling to St. Petersburg, Russia, where she will also participate in round table sessions on security awareness.

Chet Braswell said he has shown the video from Gloria’s 2006 SASIG Workshop presentation to MC&A personnel in the Safeguards Department at Hanford and said that there was interest among the personnel in the different perspectives on issues of mutual concern.

#### ***Annual Refresher Briefing Update***

The Refresher Briefing developed by the SASIG Special Task Group is being finalized at HQ. Loren will provide the final draft of the briefing to be distributed to Steering Committee members for review and comment. The briefing will then be available for downloading on the SASIG Website.

#### ***2006 SASIG Workshop Photos***

Rob Ambrose provided the SASIG a CD of photos from the 2006 workshop and we will be posting some of the photos on the SASIG Website. We thank Rob for giving us a photographic record of workshop events.

#### ***Looking Ahead to the 2007 SASIG Workshop***

We are asking members to keep an eye (and ear) out for speakers to invite to our next workshop. We want to begin identifying speakers, especially those who would bring new information/approaches to security awareness. One caller suggested detailed (focused) presentations from our speakers rather than “overviews” of a familiar topic. There is also interest in having a speaker from the HQ Office of Cyber Security talk on the Computer Incidents Advising Capability (CIAC).

Sylvia encouraged members to begin thinking about Tools of the TRADE presentations. We are most interested in hearing about innovations/ideas for security awareness and program successes.

The group discussed the possibility of a “theme” for the 2007 workshop. A theme should be fairly general to fit many topics. For example, our theme for the 2004 SASIG Workshop was “Security Awareness for Changing Times.” We will continue discussion on future conference calls.

***Next Steering Committee Call***

The next teleconference will be on Thursday, September 21, at 1:00 p.m. EDT. The call number is 202-287-1007.