

**SASIG Steering Committee  
Conference Call  
September 15, 2005**

**Participants:**

Loren Evenson, SO-10.1  
Cindy Farinholt, NV  
Joyce Jenks, DOE ID  
Kris Inskeep, INL  
Jeanette Nault, KCP  
Kent Oelrich, LLNL  
Tom Hoertkorn, DOE ORP  
Mike Royack, DOE ORP  
Tina Ard, NNSA Y-12 Site  
Valerie Anderson, ORISE

Chet Braswell, Hanford  
Sheila Major, SRS  
Rhonda Cook, SRS  
Fran Armijo, SNL/NM  
Charles Montoya, SNL/NM  
Anthony Pagano, NV  
Addie Templeton, BPA  
Lisa Kayton, BPA  
Rhonda Morgan, ORISE

**Highlights:**

***2006 SASIG Workshop and Meetings***

The 2006 SASIG Workshop and Meetings will be held April 18 – 20, in Charleston, SC at the Hilton Charleston Harbor (on Patriot's Point). The Savannah River Site will be our host. We are planning to hold an ice-breaker the evening of April 17. Further information on the workshop and meetings will be posted at a later time on the SASIG Website.

We discussed topics and speakers for our workshop. We are looking for a keynote speaker, possibly a person from DOE/NNSA Headquarters' Security or other senior management official, or someone from the local area. So far, we are planning presentations on FV&A, HRP, CI, Tools of the TRADE, and the generic Refresher Briefing being developed by the Steering Committee's task group. We also discussed having a representative from Defense Security Services; specifically, from Security Education Training and Awareness (SETA). Kris Inskeep volunteered to talk about Identity Theft. On future calls, we will ask for additional Tools of the TRADE volunteers. Other topics will be discussed, as well.

Callers were interested in hearing about briefing/training requirements of other programs, such as CI and Classification, which Security Awareness is sometimes asked to cover in awareness briefings. Loren Evenson and Laurel Hautala will develop a matrix so that Coordinators will have a source for determining all of these requirements. The Classification training requirement comes up often enough that interest was expressed in making it a Workshop topic. Loren will look into getting a speaker from the Office of Classification.

### ***SASIG Special Task Group***

Kent Oelrich is the Lead for the task group developing a Refresher Briefing for off-site personnel. Kent said task group members have been assigned briefing topics to develop, and these will include all requirements. The task group welcomed two new members: Tom Hoertkorn and Mike Royack of the Office of River Protection (Richland Operations). Tom and Mike had volunteered at the April Steering Committee meeting to assist the task group in any way. Kent recently asked them if they would be willing to develop the TSCM topic, and they agreed to do so. Valerie will contact task group members to find a time for the next conference call.

### ***OA Audits for CREM and ACREM***

We understand that OA is looking at site S&S Awareness Programs to see whether Classified Removable Electronic Media (CREM) and Accountable CREM (ACREM) is being incorporated into awareness briefings. Some sites are including this information in their Comprehensive or Refresher briefings. There may be site-specific requirements to include this information. We agreed that for a Refresher Briefing, anything new that is associated with CREM or ACREM should be mentioned, but not necessarily in detail.

### ***Applicability of TAP Requirements***

The question continues on whether the S&S Awareness program is subject to Training Accreditation Program (TAP) requirements. The S&S Awareness Program requires provides briefings, not training; and therefore, TAP is not applicable. However, a site's security plan may require awareness training rather than briefings.

### ***Briefing DOE/NNSA Personnel***

Charles Montoya asked whether sites are providing awareness briefings for Federal personnel from oversight offices. If so, he would like some information on how to track these briefings; e.g., who keeps the records? Kris Inskeep and Joyce Jenks said they hold a joint briefing for INEL and DOE ID. If your site does brief DOE/NSSA site personnel, please e-mail Charles at [cjmonto@sandia.gov](mailto:cjmonto@sandia.gov), and copy Valerie. Someone suggested we may want to have a presentation on briefings for Federal staff at the next workshop.

### ***Updates from DOE Headquarters***

#### ***Status of new DOE Badges***

In an e-mail, Kayla Lozano provided information on DOE's implementation of HSPD-12 (Homeland Security Presidential Directive-12, *Policy for a Common Identification Standard for Federal Employees and Contractors*, 8/27/04). Draft DOE N 206.1 is still in the coordination process, but publication is expected shortly. Kayla said there is a new Website established by the Office of Chief Information Officer (CIO) with information on HSPD-12, including a list of source/guidance documents. Go to:

<http://cio.doe.gov/HSPD-12/index.html>.

#### ***S&S Streamlined Directives***

The S&S streamlined directives, consisting of an Order and seven Manuals, were issued on 8/26/05. The Safeguards and Security Awareness Program is in DOE M 470.4-1,

Part 2, Section K. With publication of the new directives, Loren has updated the matrix on “S&S Reporting Requirements for and about Individuals.”

*Mies Report*

Loren reported that a report has been issued on NNSA Security. The study calls for “improved security awareness.” It cites problems with the handling of security incidents, including inadequate dissemination of lessons learned. This may be something for our awareness programs to address.

***SASIG Member News***

Jeff Dugar, employed at the Strategic Petroleum Reserve, provided an update on his status. Jeff and his family evacuated New Orleans just before Hurricane Katrina hit. They are currently living in Lake Charles, LA and Jeff is working at the nearby West Hackberry site. However, they will soon be moving to Baton Rouge, and Jeff will work at the Bayou Choctaw site. He said the area near his NO home is still flooded, and he has not been able to make an assessment of damage to the house. Jeff thanked all who have expressed concern for him and his family.

Steering Committee member Jeanette Lee has a new name: She is now Jeanette Nault. Please make a note of her name change. Her e-mail is [jnault@kcp.com](mailto:jnault@kcp.com).

***Next Conference Call***

The SASIG Steering Committee call will be Thursday, October 20, at 1:00 p.m. EDT. The call number is 301-903-6059.