



SASIG Conference Call

October 18, 2007

Participants:

Anderson, Valerie

Bohman, Bo

Cowden, Jack

Cross, Nancy

Gallion, Mary

Guendling, Sandy

Holbrook, Christina

Inskeep, Kristine

Jenks, Joyce

Lowery, Paul

Oelrich, Kent

Smith, Rick

Spargur, Jill

Swiger, Brenda

Walker, Kathy

Weisenberger, Donna

Womble, Sandy

Wyatt, Louise

1. Opening

Kristine Inskeep welcomed everyone, and Sandy Womble completed the roll call. Sandy explained that the new coordinator at ORISE for the SASIG will be Valerie Anderson. Valerie has agreed to fill this role, and her many years of experience will be very helpful.

2. New Business HQ

Mary Gallion was introduced as the new DOE Headquarters' advisor for the SASIG and mentioned the following information from Headquarters:

The draft of DOE O 150.1, Continuity Programs, states in Chapter I, 4.a.(1)(b): "An annual COOP awareness briefing must be conducted for the DOE workforce. COOP awareness briefings must include training on COOP alert, notification and deployment procedures." Awareness coordinators should be familiar with this proposed requirement because some of them may be tasked with its implementation. SASIG participants can also sign up for alerts about proposed directives at the DOE RevCom site (<http://www.directives.doe.gov/alertmain.html>).

The Security Acknowledgement and Security Termination forms are being revised to include the following requirements from 10 CFR part 1045, Nuclear Classification and Declassification: Subpart C-Generation and Review of Documents Containing Restricted Data and Formerly Restricted Data §1045.44 Classification review prior to public release. Any person with authorized access to RD or FRD who generates a

document intended for public release in an RD or FRD subject area shall ensure that it is reviewed for classification by the appropriate DOE organization (for RD) or the appropriate DOE or DoD organization (for FRD) prior to its release. This is a current requirement which has not received much attention, so security awareness coordinators may wish to consider making it a part of briefings and/or awareness materials.

Mary also mentioned the Secretary's memo dated September 14, 2007 regarding drug testing for DOE positions that require access authorizations (security clearances). A copy of the memo will be attached to the e-mail distributing the minutes. The new drug testing policies will be added to the Security Acknowledgement form as part of the revision process mentioned above. In addition, the revision will incorporate updating of the personnel security, foreign travel, and other reporting requirements listed on the forms.

3. Membership

Membership in the SASIG and Steering Committee was discussed. The previous discussion was about an application to participate in the Steering Committee to allow management to be aware of the time commitment to serve on this group. SASIG general membership is open to anyone involved in the Security Awareness area. Registration to become a general member of the group is included on the SASIG website at: <http://www.ornl.gov/sasig/>. All current members need to proactively recruit other members. There are several DOE sites/facilities not represented during the call and several sites have no current representative on the SASIG Steering Committee. Valerie will review the current membership information and provide a follow-up discussion during the next conference call. Individuals who participant in the call should invite others to call-in and become involved with this group.

4. Workshop – update

Kristine mentioned that the new Hilton at Idaho Falls should be completed before the end of April, and that would be a good location for the meeting block of rooms. It is within walking distance to the Idaho National Laboratory. All meeting arrangements at the INL site have been completed.

A discussion of possible agenda items and speakers followed. One proposed topic for the panel discussion would be the oversight audits. Three to five speakers will be needed for this panel. Other possible speakers and topics included: a speaker from Headquarters to discuss merging safeguards and security; keynote speaker from Headquarters (Mary Gallion will assist with securing this speaker once a topic has been selected); OPSEC topic (Kristine will contact a possible speaker for that topic); and the new drug testing requirement (speaker from Headquarters). A block of time should be included on the agenda for attendees to view DVDs/videos from sites. Kent Oelrich will facilitate the open forum.

Kathy Walker asked whether the presentations could be videotaped and made available. In the past the presentations have been posted on the SASIG Website and can be accessed, reviewed, and printed as needed. Kristine will check to see about videotaping capabilities at the Idaho facility.

Valerie Anderson mentioned a possible counterintelligence speaker from the National Training Center/Central Training Academy (NTC/CTA) and will follow up on that possibility.

Nancy Cross will assist with the Tools of the Trade presentations and consideration will be given to programs that interact with security awareness.

A possible January Steering Committee meeting to finalize the agenda for the Annual Workshop was proposed. Valerie will provide follow-up during the next conference call.

5. Adjournment – Next Call

Please send agenda items to Kristine or Sandy for the next conference call.

The next conference call will be November 15, 2007, at 1:00 EST, call-in number is: 301-903-6098.