

**SASIG Steering Committee
Conference Call
November 17, 2005**

Participants:

Loren Evenson, SP-61
Wayne Morris, NV
Rob Ambrose, NTC/CTA
Kent Oelrich, LLNL
Laurel Hautala, KCSO
Joyce Jenks, DOE ID
Virginia Reams, DOE LSO
Sharon Shafer, OA-10
Gloria de Boer, BNL
Kathy Walker, BNL
Valerie Anderson, ORISE

Marrine O'Conner, DOE SRSO
Sybil Cook, SRS
Tina Hartley, SRS
Jeff Dugar, SPR
Charles Montoya, SNL/NM
Anthony Pagano, NV
Tom Hoertkorn, DOE ORP
Mike Royack, DOE ORP
Pam Wheatley, Y-12
Nancy Cross, Y-12
Mary Lyerly, NTC/CTA

Security Awareness Coordinators Class at SRS
(Attendees will be listed in December's minutes)

Highlights:

Wayne Morris, Co-Chair of the Steering Committee, presided in the absence of the Chair, Sylvia Lovelett.

Welcome – SA Coordinators Class

We welcomed attendees of the Security Awareness Coordinator training class that was being conducted the week of Nov. 14 by the NTC/CTA at the Savannah River Site. Rob Ambrose noted that most people on the call have taken this training. Wayne said the SASIG serves as a valuable resource for the S&S Awareness Program. We have many active long-time members who carry the “institutional memory” of the SASIG, and new members are encouraged to seek out their expertise. Wayne also encouraged class members to participate in the 2006 SASIG Workshop and Meetings in Charleston.

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 is host for this event. Further information on the workshop and meetings will be posted on the SASIG Website.

We discussed the following topics for the workshop agenda:

Keynote Address –

We are in contact with a potential keynote speaker from the South Carolina Law Enforcement Division who is also Director of Homeland Security for the State of

South Carolina. Confirmation is pending. We thank Rhonda Cook and her management for their efforts in pursuing a speaker from the local area.

Counterintelligence (CI)

The SRS Office of Counterintelligence will provide a CI Officer to speak on counterintelligence.

Tools of the TRADE

Wayne asked for volunteers to give presentations on site S&S Awareness Programs. He said that Tools of the TRADE presentations offer opportunity to share new and innovative ideas for security awareness. Attendees look forward to hearing about programs at other sites.

Unclassified Foreign Visits and Assignments (UFVA)

Loren Evenson invited Jennifer Emanuelson of the HQ Office of UFVA and FOCI to give a presentation on UFVA. She indicated she would be available to speak.

HSPD-12

Kent Oelrich proposed having a group activity to come up with ways of identifying what people need to know about the HSPD-12 program and how to make them aware of the information.

Topics planned for the workshop stand as listed in last month's minutes with the exception of the topic on how to develop and deliver effective presentations. We contacted a person at the NTC/CTA to speak; however, he is not available. At Virginia Reams' suggestion, we may schedule a speaker on HSPD-12.

Update from Headquarters

Loren Evenson reported that DOE N 206.3, *Personnel Identity Verification*, has been signed by the Deputy Secretary and is awaiting the Secretary's signature. In anticipation of final approval of this revised Notice, the HSPD-12 FAQ has been updated to reflect its provisions. A red-line version of the revised Notice and the FAQ will be sent to SASIG members.

Proposed changes to DOE M 470.4-1, DOE M 470.1-2, and DOE M 470.4-3 have been issued. The changes provide for implementation of the elite force concept at facilities with Category I and II materials to ensure responders will be armed, trained, and equipped to defeat a determined terrorist adversary. Links to the proposed revisions have been sent to SASIG members.

SASIG Special Task Group

Kent Oelrich reported on the special task group project to develop a Refresher Briefing for off-site personnel. Kent has received most of the topic drafts and will begin putting a draft briefing together. On the last call, the group discussed how sites might provide personnel taking the briefing with contact information for answers to questions or additional information. Each site would include points of contact in the briefing

notification letter. Personnel would be directed to the SASIG Website to take the briefing. On completion they would sign and return a form (included at end of briefing) as a record of completion. There are still some details to be worked out. The task group will present this generic refresher briefing at the 2006 SASIG Workshop.

OPSEC Program

On the last SASIG call, Wayne Morris noted that several requirements for OPSEC that were in the old Manual are not in the new Information Security directive (DOE M 470.4-4, Section B). He asked people to send him any comments about removal of these requirements. Wayne has compiled the comments and is making recommendations on how this section of the directive should be re-written. The recommendations will be forwarded to the HQ OPSEC Program Manager.

Next Conference Call

The SASIG Steering Committee call will be Thursday, December 8, at 1:00 p.m. EST. We are scheduling the call for the second Thursday of the month to avoid holiday leave conflicts. The call number is 202-586-9135.