

Security Education & Awareness Lessons Learned (SEALL) Team Charter

1. VISION AND MISSION STATEMENTS

The vision of the SEALL Team is to implement an integrated and effective Security Awareness Program that reinforces Sandia's corporate security culture, thereby ensuring that every Member of the Workforce has a role in security and that security is second nature in how we conduct business.

The mission of the SEALL Team is to promote the integration and effectiveness of security awareness activities. This will be accomplished by invoking the **4Rs**:

Right security information, to the
Right audience, at the
Right time, through the
Right mechanisms

2. OBJECTIVES

Objectives for attaining the SEALL Team's mission include:

- Assisting Members of the Workforce with understanding security requirements and responsibilities conveyed in corporate process requirements (CPRs).
Note: This will be accomplished by partnering with the Security Oversight and Requirements Review Team (SORT).
- Ensuring that Safeguards & Security (S&S) awareness messages disseminated by S&S programs are consistent with S&S CPRs (i.e., contain similar facts and interpretations of requirements and do not contain conflicting or inconsistent information).
- Facilitating integration of crosscutting security organizations to increase the effectiveness of security awareness messages.
- Ensuring management personnel are involved and informed regarding security elements that pertain to them.

3. SCOPE

The scope of the SEALL Team includes S&S programs within Center 4200 at SNL/NM and Department 8511 at SNL/CA, as well as crosscutting programs such as Cyber Security, Counterintelligence, Import/Export Control, Foreign Travel, Technical Surveillance Countermeasures, and Corporate Investigations.

4. MEMBERSHIP

Membership consists of representatives of security disciplines, line personnel, and Technical & Compliance Training (3521). For ease of updating, specific membership is not included as part of this charter. A current list is maintained on the SEALL website. Each program will fund its member's participation.

5. OPERATIONAL GUIDELINES

- The SEALL Team will meet at least once each month to support the Vision and Mission Statements described in Section 1 above.
- A majority of the members of the SEALL Team will constitute a quorum.
- Team recommendations and decisions will require the majority of the members present. However, the 4000 Vice President/Chief Security Officer, has ultimate decision-making authority.

SANDIA NATIONAL LABORATORIES

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Donald R. Charlesworth

6/05/06

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Date

Manager,

Security Operations, SNL/CA and SNL/CA

Facility Security Officer

Adelita Montoya

6/21/06

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Date

Manager,

S&S Training, Awareness, & Documentation (4232)

Edward T. Cull

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Edward T. Cull

Date

Senior Manager,

ES&H, Facilities, & Security, SNL/CA

Sally D. Uebelacker

7/14/06

Sally D. Uebelacker

Date

Senior Manager,

S&S Information Security,

Personnel Security, & Training (4230)

Patricia N. Smith

6/13/06

Patricia N. Smith

Date

Director,

Site Operations (8500)

Kenneth E. Washington

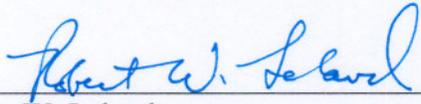
7/10/06

Kenneth E. Washington

Date

Director,

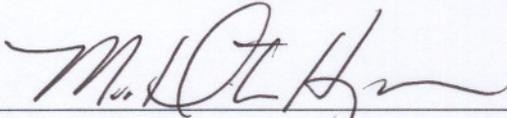
Chief Information Officer (4600)



7/14/06

Robert W. Leland
Director,
Computing & Network Services (4300)

Date

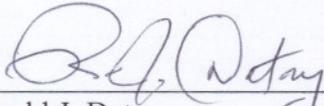


7/19/06

Michael W. Hazen
Director, Safeguards & Security (4200)
SNL/NM Facility Security Officer

Date

Approved by:



7/27/06

Ronald J. Detry
Vice President, Safeguards & Security (4000)
Chief Security Officer

Date