



# SASIG Conference Call

## June 14, 2012

### Participants:

Amidon, Tom, ORISE  
Anderson, Stephanie, SNL  
Belger, Sue, SRS  
Braswell, Chet, Hanford  
Coombes, Jennifer, INL  
Cruz, Amy, PNNL  
Cruz, Sheila, BPA  
Dahlberg, Natalie, PAI-NV  
Ehrhorn, Elaine, OST  
Farinholt, Cindy, PAI-NV  
Fennell, J. Jill, DOE-RL  
Franklin, Yvette, ORISE-DC  
Gallion, Mary, HS-51  
Gargano, Monica, PAI-NV  
Grant, Brenda, DOE-SRS  
Hamby, Stephanie, ORISE  
Hamlett, Robert, ES-OR  
Harzold, Hank, NNN  
Haynie, Frederick, Sandia

Holbrook, Christina, Boeing  
Holmer, Debarah, DOE, HS-51  
Hubbs, H. Ray, WSI-OR  
Jordan, Chrysti, WTP  
Key, Robert, ES-OR  
Landon, Renae, INL  
Laymance, Crystal, Y-12  
Madary, Lori, DOE-SPR  
Moore, Anthony, Hanford  
Oelrich, Kent, LLNL  
Poole, Jayleen, WIPP  
Reams, Virginia, NNSA-LSO  
Reynolds, Sheena, ORISE  
Smith, Rick, WSI-SR  
Terry, Donald, NNN  
Toupin, Tammy, NNN  
Wedesky, Peter, NNN  
Womble, Sandy, ORISE

### Opening

#### ***Welcome and Announcements***

Kent Oelrich, Steering Committee Chair, welcomed everyone to the call.

#### **DOE HQ Report**

Mary Gallion, DOE Advisor, provided the following information:

- The Office of Departmental Personnel Security (HS-53) forwarded the revised Security Termination Statement to the HSS forms manager on May 15 to be finalized. The timeline for publication is not known. The form will have to be reviewed by the Office of Management and Budget before it is approved, since it is subject to the provisions of the Paperwork Reduction Act.

- The Office of Classification’s Classification Training Institute website has been activated and is available at <http://www.hss.doe.gov/classification/cti.html>. This website is available to the public and contains resources and training information for classified information, UCNI, and OOU. There is also a section with training and materials targeted to personnel from other government agencies who have access to Restricted Data.
- Sabeena Khanna, who is the HS-51 SME for incidents of security concern and Mary’s backup for the SASIG, has been accepted to represent DOE in an intensive Master’s degree program at the Industrial College of the Armed Forces. This program is aimed at developing individuals for a strategic leadership role through the National Security Studies Program at the National Defense University. Sabeena will be a full-time student from August of this year until June of next, which may be the only drawback to the honor of being in this program, as she will not be able to attend next year’s SASIG workshop.

## **Discussion of Current Items**

- The 2013 SASIG Workshop and Meetings will be held at the Bonneville Power Administration facility in Portland, Oregon. After some discussion, the week of April 22, 2013 was chosen for this event. Sheila Cruz indicated that the Doubletree Hotel is directly across the street from their facility and transportation to and from other hotels is free on the MAX Light Rail system. See this website for additional MAX information: <http://trimet.org>.
- The SASIG Awards Program documentation has been revised to reflect comments provided by the Steering Committee. Kent Oelrich will complete a final review and the document and nomination forms will be posted in a new “Awards Program” section on the SASIG website.

## **Other Items**

Kent expressed thanks from the group to Chet Braswell for his efforts to revise the “Safeguards and Security Reporting Requirements for and About Individuals” document that is now posted on the SASIG Website.

## Help Time

Kent Oelrich asked a question about the FAA cancellation of screening people who have classified information. Elaine Ehrhorn has documentation from TSA about this concern. (See the attachment at the end of these minutes.)

Chet Braswell mentioned a lighted key chain that they have purchased to promote their security message. He is willing to share the vendor information if anyone is interested.

Chet also asked whether sites are providing Office Use Only training for employees and if it is mandatory or optional.

Kent also reminded the callers that emphasis will be placed on revamping the TRADEing Post at the Annual Workshop. He would like to have greater participation with more exhibits and items or examples of security awareness products to share.

Virginia Reams asked if anyone has a new or innovative refresher training module. Chet said he has a new program with an animated badge that requires employees to review the different badges and made decisions about whether the individual should be granted access. Chet said if employees are required to do something interactive, there is more thought about the decision. Amy Cruz said their new hire training uses more scenarios and videos.

## Next Conference Call

The next SASIG Steering Committee call is scheduled for July 12, 2012 at 1:00 p.m. ET. The call number is: 1-866-541-5843, enter passcode 5230527 then press #.

### SASIG Contact Information:

Kent Oelrich, Chair, 925-423-3300, [uelrich1@llnl.gov](mailto:uelrich1@llnl.gov)

SASIG e-mail address: [sasig@orise.orau.gov](mailto:sasig@orise.orau.gov)

Attachment

THE INFORMATION CONTAINED IN THIS MESSAGE AND ANY ATTACHMENTS IS PRIVILEGED AND CONFIDENTIAL AND THEREFORE PROTECTED FROM DISCLOSURE.

(See below for more information on disclosure.)

PLEASE NOTE THE RESTRICTIONS ON DISSEMINATION AT THE BOTTOM OF THE MESSAGE RECEIVED FROM TSA.

As you may or may not be aware, FAA Notice AC 108-3 has been cancelled:

**108-3 - Screening of Persons Carrying U.S. Classified Material (Cancelled)**

Cancellation Notes

Per E-mail from ASH-20, Now TSA item

Date Cancelled

June 24, 2011

Date Issued

November 06, 1981

ASH-20

Description

Provides instructions for the screening of passengers carrying classified material in order to maintain the integrity of the screening process and prevent the compromise of classified material.

- [AC108-3.pdf](#)

I queried TSA and advised in my inquiry that I needed this information for distribution to Department of Energy Federal and contractor employees. Their response is below:

Subject: In Response to your inquiry.

Thank you for your e-mail regarding the transportation of classified documents.

Travelers carrying classified materials should contact their airline prior to their flight to alert them that they will be traveling with classified materials.

Upon arrival at the airport, the courier will present his or her authorization to appropriate airline personnel for verification of identity. Airline personnel will then accompany the traveler to the

screening checkpoint and inform the screener that the traveler and classified materials have been verified. The traveler and other items will be screened in the normal manner. Agency security personnel or individuals acting as couriers will ensure that classified materials are properly secured.

We hope this information is helpful.

TSA Contact Center

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