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**LANL Security Incident Team (SIT)
Security Call Assessment Record (SCAR)**

Intake By: (b)(6)	Notification Via: Other ☐	Discovery Date/Time
Date/Time: (b)(3)	Phone ☐ Email ☐	(b)(3)
Hrs to complete intake: 2	In Person ☐ Fax ☐	
Assigned Inquiry Official: (b)(6)	ProForce ☒ (b)(3)	

Reporter's Name/Z#/PAD/AD/Division/Org(Group)	Telephone Number	Self Reported:
(b)(6) DDOPS / ALDESHQSS / SEC-DO / PS-CLA	(b)(6)	Yes

Principal(s) name / Z# /PAD/ AD/ Division/Org(Group):	Telephone Number:	Foreign National
Unk,Unk / / Unk / Unk / Unk / Unk		No

Responsible Group/AD (if different from above)	Incident Location (TA/Bldg/Room/type of Security Area)
	(b)(3)

Incident Type: Suspicious Activity

Categorization per DOE M 470.4B, Incidents of Security Concern	
Categorization: ☒ Level A ☐ Level B ☐ Sub-Reportable Event	Type: Management Interest
Alert: ☐ Press Attention ☐ Possible Threats	

Description of Event

(b)(3), (b)(6), (b)(7)(C)

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Notifications

The Assigned Official shall complete this section or attach applicable documents with the name, date and time of individuals contacted

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This SCAR is a record of initial information received and will not be updated

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ADMASER IP Group Leader: _____

Date: _____

ADMASER-DO: _____

Date: _____

Comments: _____

The Security Inquiry Team (SIT) is responsible for retaining completed forms in accordance with LANL Records Management and application SIT procedures)

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DOE review required before public release. Date: (b)(3) Name/Org (b) (6) /SIT
May be exempted from public release under FOIA (5USC552) exemption and category 7 Law enforcement