

MINUTES
CMPC TELEPHONE CONFERENCE
November 19, 2007

A Classified Matter Protection and Control (CMPC) telephone conference (telecon) was held on Monday, November 19, 2007, beginning at approximately 1:00 p.m.

There were participants from the following sites:

- American Centrifuge Program, U.S. Enrichment Corp.
- Argonne National Laboratory
- Bonneville Power Administration
- Chicago Operations
- East Tennessee Technology Park/Bechtel Jacobs Co., LLC
- Idaho National Laboratory
- Idaho Site Office
- Kansas City Plant/Honeywell
- Lawrence Livermore National Laboratory
- Livermore Site Office
- Los Alamos Site Office
- NNSA Service Center
- Nevada Operations
- New Brunswick National Laboratory
- Oak Ridge/DOE
- Oak Ridge Institute for Science and Education
- Oak Ridge National Laboratory/UT Battelle
- Oak Ridge/Pro2Service Technologies
- Oak Ridge/Wackenhut Services Incorporated
- Office of Scientific and Technical Institute
- Office of Secure Transportation
- Pacific Northwest National Laboratory
- Pantex
- Richland Operations
- Sandia National Laboratory/California
- Sandia National Laboratory/New Mexico
- Sandia Site Office
- Savannah River Site/DOE
- Savannah River Site Office
- Savannah River Site/VAS, Inc
- Savannah River Site/WSI
- Strategic Petroleum Reserves Office
- Y-12 Site Office

Carl Piechowski provided information on the status of the Information Security Manual revisions. He advised that there were two teams who had been working very hard on the Manual. The first team wrote a proposed draft Manual with just the requirements. Just prior to handing the draft Manual off to the second team for review, the Secretary of Energy put out a memo that required the removal of information in the Manual that was a duplication of a national requirement (since those requirements have to be followed anyway) unless it could be fully justified as to why it should be repeated. The exact and paraphrased duplicates of national requirements were highlighted for both teams to consider during their review. Those reviews are nearly complete and HS-71 is planning to submit a proposed manual to RevCom by the end of the year (12/31/07).

Question: Will Unclassified Controlled Information (UCI) be covered in the Manual?

Answer: No. UCI has its own set of directives from the Office of Classification and will not be repeated in the Information Security Manual.

Question: Will there be a list of what national directives to use for each section of the new Manual?

Answer: There will be a list of the primary national directives (drivers) that must be followed in conjunction with the Information Security Manual, but those national drivers will not be repeated in each section of the Manual.

Question: Can we see a list of what exactly was removed?

Answer: We will see if that can be provided. Please note that if you believe that any of those requirements that were removed should be included, especially when reviewing the Manual in RevCom, we will need to have a solid justification for keeping it in the Manual.

Dianna Jeffers provided an update on the CMPC training courses at the National Training Center (NTC). A job task analysis was conducted in August 2006. The following January, a rapid development of the CMPC-I course was completed at NTC. The next CMPC-I course was held in April and was considered a "pre-pilot" and the actual pilot course was held in May at the Computer Forensics Laboratory in Maryland. Besides adding more exercises for the participants, this course has a pre-test to determine the quality of the information provided. Pre-tests and final tests were compared with scores rising considerably (20-38%) in the three courses taught so far. Reviews have been favorable.

Rapid development of the CMPC-II was recently completed. Dianna is planning to hold a dry run and have at least a pre-pilot if not the pilot available by the end of March 2008. Volunteers may be sought to help with either the dry run or a pilot course.

Question: Who actually attends the NTC courses? What is the target audience?

Answer: Primarily the CMPC Points of Contact (POCs) and individuals who work with CMPC, such as custodians, control station operators, and individuals who are enrolled in the Professional Enhancement Program

The usefulness of telecons was then discussed and it was decided by the group that these were helpful and should initially be held quarterly. These would be considered informal meetings to exchange the latest information and discuss topics of interest to the field.

It was not finally determined whether or not Policy Panels would be beneficial or of interest to those participating. In the past, there were CMPC Quality Panels which involved face-to-face meetings at a location with guest speakers from sites/organizations/other agencies invited to provide lessons learned or other information which impact CMPC. Because it is a new concept, Linda asked the participants to think about whether or not they thought the face-to-face meetings are worth pursuing and to provide their thoughts on what they believed the purpose, needs and expectations would be for this type of meeting. Unless there is some response or interest in starting up these types of meetings again, we will continue to only hold telecons.

Question: Why is the name being changed? It seems that Policy Panel limits the information that could be discussed and thus limit the benefits also. This title could also limit who could attend (federal employees vs. contractors).

Answer: Because HSS has been reorganized, the duties have been shifted between different offices within HSS. Since our primary responsibility and focus is Policy, that may somewhat limit our working group meetings. However, other suggestions/requests are welcome at this point, because it is our intention to facilitate the exchange of pertinent information. If the exchange of operational information (rather than only policy) is required, then perhaps a different subset of the CMPC community to organize an appropriate group and HS-71 would contribute as policy subject matter experts. We fully intend for these meetings to be open to both federal and contractor employees.

Question: What exactly are the policy areas for Information Security?

Answer: Currently they are CMPC, Operations Security (OPSEC) and Technical Surveillance Counter Measures (TSCM). TSCM, however, will continue to meet separately because of the technical aspects of that program. However, if there are issues that cross the board, we would be happy to invite representatives from those areas of responsibility to see if they would like to work together on meetings/panels. Again, it is up to the field to tell us what they need for us to be able to meet that need.

Question: Is there a way to get information on questions other sites have asked to see if our questions have already been answered?

Answer: The HSS website: <http://www.hss.doe.gov/SecPolicy> has a section entitled S&S FAQs http://www.hss.doe.gov/SecPolicy/ss_faqs.html which provides frequently asked questions and answers. Please check that portion of the website and advise if you think it needs to be expanded.

Site visits have been approved for the policy staff for the coming year. We believe that if we have a better understanding of your operations in general, we can develop better policies when working either at the department or national level. We may request to visit a site through the local site office or any site may request a visit.

The last subject covered was the Integrated Work Management System (IWMS). Linda was tasked to provide a list of tools and services provided by our office. She advised that she was also asked to list any gaps in this area. She asked the participants to advise if there were any services or tools that could or should be provided by the Policy Office that would be of benefit to them. Her report is due by December 13th.

Linda requested that each site submit a list of attendees at the telecom at their site noting any CMPC POCs. She reminded them to provide their thoughts on the Policy Panel as well as any ways the office could be of more service to them. She also advised that the next telecom would be announced after the holidays. After wishing everyone a safe and happy Thanksgiving, the telecom was ended at approximately 1:50 p.m.