



**Department of Energy**  
Washington, DC 20585

February 15, 2008

MEMORANDUM FOR DISTRIBUTION

FROM

GLENN S. PODONSKY  
CHIEF HEALTH, SAFETY AND SECURITY OFFICER  
OFFICE OF HEALTH, SAFETY AND SECURITY

SUBJECT:

Implementation of Safeguards and Security Policy Panels

The Office of Health, Safety and Security (HSS) recognizes the importance of well-conceived strategies and policies to support and communicate the security posture of the Department. In order for our security policies to properly reflect and enable Department of Energy corporate strategies, early and frequent communication between policy makers and end users is essential.

As outlined in the attached HSS memo, dated December 3, 2007, subject: Safeguards and Security Policy Panels, the HSS Office of Security Policy is establishing several new policy panels that will create new opportunities for communication and will include those current active groups that are now effectively promoting communications in their safeguards and security topical areas. The goal of the reinvigorated panels is to expedite the identification of policy issues and to increase productivity specifically within the policy process, thereby enhancing both the Department's policy formulation and execution.

We want to ensure that Senior Departmental Security Managers are aware of this security policy endeavor, and ask your assistance in passing this information on to appropriate managers within your organization and identifying individuals who will best represent your interests in this initiative. We support the inclusion of Headquarters and field personnel, including contractors where you believe they provide significant value to the process. The various policy panels will maximize the use of modern communications to minimize face-to-face meetings, thereby enabling broad participation even when travel budgets are constrained. The results of all panel teleconferences and meetings will be compiled and appropriately distributed. Each panel's activities will be centrally monitored to assure continued relevance and utility.



Please provide the names and contact information (name, site, phone number, email address) for each individual you suggest should be included in each specific policy panel to Mr. Richard Faiver at [Richard.Faiver@hq.doe.gov](mailto:Richard.Faiver@hq.doe.gov). Mr. Faiver may also be reached on (301) 903-4613. If you have further questions or concerns, please contact Mr. Faiver or Barbara Stone at (301) 903-4642.

#### Attachment

cc:

Michael Kilpatrick, HS-1  
Mark Whitaker, HS-1.1  
Lesley Gasperow, HS-1.2  
Robert Lingan, HS-1.3  
Stephanie Brewer, HS-1.4  
Patricia Worthington, HS-10  
Andrew Lawrence, HS-20  
Charles Lewis, HS-30  
Arnold Guevara, HS-40  
Jeffrey Harrell, HS-50  
Bradley Peterson, HS-60  
Barbara Stone, HS-70  
Larry Wilcher, HS-80  
Andrew Weston-Dawkes, HS-90



**Department of Energy**  
Washington, DC 20585

December 3, 2007

MEMORANDUM FOR DISTRIBUTION

FROM: **GLENN S. POBONSKY**  
**CHIEF HEALTH, SAFETY AND SECURITY OFFICER**  
**OFFICE OF HEALTH, SAFETY AND SECURITY**

SUBJECT: Safeguards and Security Policy Panels

Recognizing the need for increased policy feedback from the implementers of security policy, the Office of Security Policy is establishing a series of policy panels addressing the major policies under their purview. This initiative will encompass the quality panels currently supported by the Office of Security Policy and will create new panels as necessary to enhance input into all of their policy areas. The policy panels will:

- Improve Safeguards and Security policy interfaces;
- Identify policy issues;
- Obtain early input on new policy initiatives;
- Support special issue working groups; and
- Enhance communication among security policy makers, Headquarters program offices, and field organizations, both Federal and contractor.

Consistent with our currently assigned security policy initiatives, our policy panels will maximize the use of modern communications, minimize face-to-face meetings, and encourage broad participation. Our policy panels, several of which are currently active as quality panels or other working groups, will include:

- Protective Force (with currently active groups included as separately organized working or advisory groups)
- Nuclear Material Control and Accountability (currently active)
- Security Awareness (currently active)
- Program Planning and Management (new)
- Physical Security/Systems (new)
- Information Security – Technical Surveillance Countermeasures, Operation Security, and Classified Matter Protection and Control (currently active)
- Safety and Security – Co-chaired with the Office of Health and Safety. (new)

The recent success of the working groups assembled from field and Headquarters topical experts to review and revise key safeguards and security policies, as well as a number of requests to continue to provide an open forum for input and information sharing among topical experts, have encouraged us in launching this new initiative. We



believe that the returns realized from these focused interactions will more than compensate all those involved for the effort required.

cc:

Samuel Bodman, S

Clay Sell, DS

Ingrid Kolb, MA-1

Mark Whitaker, HS-1.1

Lesley Gasperow, HS-1.2

Robert Lingan, HS-1.3

Stephanie Grimes, HS-1.4

Patricia Worthington, HS-10

Andrew Lawrence, HS-20

Charles Lewis, HS-30

Arnold Guevara, HS-40

Jeffrey Harrell, HS-50

Bradley Peterson, HS-60

Barbara Stone, HS-70

Larry Wilcher, HS-80

Andrew Weston-Dawkes, HS-90