

November 9, 2006

ATTENTION: All Subcontractors Who Work On-Site at Los Alamos National Laboratory (LANL)

SUBJECT: CLARIFICATION: LANL Subcontractor Security Summit

Due to the number of questions that have been asked regarding the Subcontractor Security Summit, we are providing the following additional clarification:

- If you do not have a current, active subcontract that entails work on the LANL site, your attendance is not required; however, you are welcome to attend. Please note that although the reimbursement of time and travel costs are addressed below, these costs can only be reimbursed to subcontractors performing on a current, active subcontract. Any future subcontract(s) will have a stand-alone security briefing.
- Based on the number of companies invited, we recommend that no more than one person represent your company. If you wish to send more than one representative, we will try to accommodate them on a first come, first served basis. In no event, however, will we reimburse for more than one attendee. In addition, we strongly encourage you to send a local representative, if possible. If for some reason you do not have a local representative, please contact subsecsummit@lanl.gov for further guidance.
- In the event, you have multiple subcontracts with the laboratory, your one attendee will suffice. Please do not send a representative for each subcontract.
- Security is an integral part of your subcontract. Therefore, we will reimburse time and travel costs for one attendee in accordance with the terms of your subcontract. In order to be reimbursed, such costs must be invoiced separately and specifically identified as Subcontractor Security Summit.

Sincerely,



Kevin M. Chalmers, Division Leader
Acquisition Services Management (ASM) Division