

**HSO SPOTLIGHT No. 020-2007: Foreign National Visitors (replaces HSO SPOTLIGHT No. 007R-2007)**

<b>What is the issue:</b>	Foreign National Visitors ( <b>Revised Hours</b> )
<b>Why do we need this?:</b>	Ensure proper escort procedures
<b>Who is impacted?:</b>	Persons hosting visits and assignments of foreign nationals
<b>What does the HSO need to do?:</b>	<b>Distribute to your organizational personnel</b>

Foreign nationals need not be escorted while in Property Protection Areas during the hours of **8:00 a.m. to 6:30 p.m.** Monday through Friday. However, during the hours of **6:30 p.m. to 8:00 a.m.** Monday through Thursday; **6:30 p.m. Friday to 8:00 a.m. Monday**; and on all Federal holidays, foreign nationals must be escorted at all times while in DOE Headquarters facilities by the host or his/her representative, to include contract staff, or by a representative of the organization requesting service. The escort must possess a DOE Headquarters-issued picture badge and must be a U.S. citizen. The escort will ensure that the foreign nationals do not attempt to access Limited or Exclusion Areas, obtain classified or sensitive but unclassified matter, or remove DOE property.

**We would ask that HSOs make their programs' personnel sensitive to citizenship whenever visits to DOE facilities are being planned. If you have any questions please give Ed Szymanski a call at 301-903-9977.**