

HSO SPOTLIGHT No. 007R-2007: FOREIGN NATIONAL VISITORS (Revised) please discard HSO SPOTLIGHT No.007-2007

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

Foreign national (FN) visitors need not be escorted, unless requested by the Host, while in Property Protection Areas during the hours of 8:00 a.m. to 6:00 p.m. Monday through Friday. At all other times to include 24 hours on Federal holidays, FN visitors must be escorted while in DOE Headquarters facilities by the host or his/her representative. The escort must possess a DOE Headquarters-issued picture badge and must be a U.S. citizen.

The escort will ensure that the FN visitor does not have unauthorized access to Limited or Exclusion Areas, does not have unauthorized access to classified matter or unauthorized access to unclassified controlled information. The escort will also ensure that the FN visitor does not remove any DOE property without proper authorization.

We ask that HSOs remind their organizational personnel about visitor citizenship and escort requirements whenever visits to DOE facilities are being planned.

Questions on this SPOTLIGHT- Foreign National Visitors can be directed to: in FORS Michael Lohr at 6-2668 and in GTN Mike Zimmerman at 3-2177.