

Smoky Mountain Signals

Volume 3, Issue 3

June 2002



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- Frank Vail
- Cheri Cross
- Dinah Gray
- Randy Riggs
- Rebecca Whitehead
- Judy Rosenberg

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Message from the President

Kudos to our **Membership Committee** for the fine membership drive they put together for our meeting on April 17. Under the guidance of co-chairs Anna Martin and Linda Gattuso, committee members

- Angie Calloway
- Joan Campbell (off-site)
- Debbie Ferguson
- Brenda Ivey
- James Lovingood
- DeWayne Raines
- Dawne Umstead

planned and presented a delicious and decorative buffet.

Mr. Nathan Water's presentation on *Utilization of Federal Excess Property* was extremely interesting and informative. Our thanks go out to all the members who directly and indirectly contributed to the success of this event.

Thanks also go out to the **Program Committee** chaired by Tracie Baber, in

conjunction with members Rebecca Whitehead and James Lovingood, in inviting Mr. Steve Baker as our guest speaker for the meeting on May 15. Steve, as always, presents the topic of *High Risk Property and Export Control* in a highly interesting, entertaining and informative manner.

The hard work of these and other committees that work so hard for the betterment of the **Great Smoky Mountain Chapter** is a testament to the quality and dedication of our membership.

Those who work behind the scenes and those who contribute by faithfully attending meetings can be proud to know that they are the reason for the success of the GSMC.

My thanks go out to each and every member for your hard work and loyalty!

by
Bill Price, CPPA

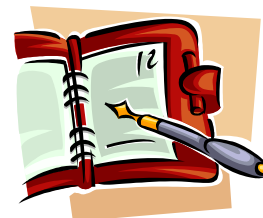
These Committees keep our chapter humming:



- Communications
- Finance
- Membership
- Nomination
- Program & Special Events
- Professional Development

Calendar

Jun 12	GSMC Meeting— <i>How to Host a Seminar and 2002 NES</i> Marcia Whitson, CPPM, CF
Jun 14-20	National Education Seminar San Diego, California
Jul 17	GSMC Meeting— Mario Aguirre, DOE-ORO <i>Basic Ordering Agreement as Related to Property</i>
Aug 5-9	Training, Doug Goetz, Defense Acquisition University <i>Contract Property Administration Fundamentals</i> Federal Office Building, Oak Ridge



Dust the Cobwebs off Your Sensitive Property List!

There is good advice in the axiom, “If it ain’t broke, don’t fix it.” Unfortunately, that thinking is often coupled with, “It wasn’t broke last year—why look at it now?” Sensitive property often falls into this pattern.

An organization’s sensitive property list is not cast in granite. Many lists were developed years ago and have been revised as technology brings in new equipment that meets the “sensitive property” criteria. However, while many organizations add items, few remove items as conditions change. Property professionals should regularly challenge each item on a sensitive property list and remove items that no longer meet the criteria.

Classifying something as sensitive automatically associates additional costs to that item. When justified, these costs are value-added—without the justification, a waste of resources. In a world of finite resources, we need to assign them where we get the greatest return.

Take a moment to review your sensitive property list and ask yourself the following questions:

1. What is the physical security like at your site?
2. What is the present value of each item?
3. How soon would the item be discovered missing?

Question 1: If everyone must pass through a manned check-point, have their bags checked, and cannot get a stapler through without a property pass, then almost all sensitive item issues are a moot point.

Question 2: Being three days older than dirt, I can remember when a pocket calculator (bigger than my PDA) that could add, subtract, divide, and multiply was hot stuff, cost a good deal, and was correctly classified as sensitive property. Today I can get two calculators (small enough that both will fit inside a pocket) capable of performing 14 functions (more than I have heard of), a Coke, and change from a \$20 bill. While performing property management program reviews, I still run across calculators on sensitive property lists.

Question 3: I still find organizations with monitors listed as

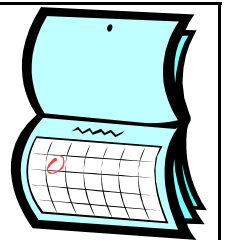
sensitive property. If someone comes to work, fires up their computer, finishes their coffee, and then looks up and sees their monitor is gone, they are going to tell someone, quickly.

During my reviews, I have seen organizations with really good records on the location and custodianship of calculators. However, if resources spent on inventory and tracking calculators were available for other uses, these same organizations would have more time to question why anyone needs more than one laptop, which, by definition, is for mobility. (My current data shows a strong relationship between the number of additional laptops and the number of kids they have in college. Counting monitors may be giving their kid an educational advantage over yours.)

Let the GSMC lead by taking the first step and making the third week in June “Review your Sensitive Property Week.” A 15-minute review can free up weeks of resources.



by
Frank Vail, CPPS



Hear ye! Hear ye!

The 3rd week in June is
“Review Your Sensitive
Property List” Week!

Check Out Current Issue of ISSN-1072-2858

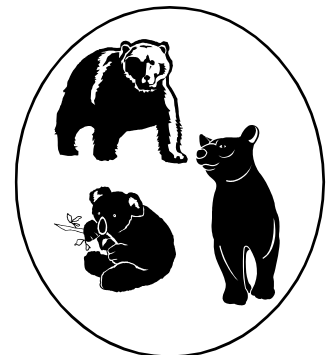
The Property Professional is even more professional, thanks to a dedicated staff led by National Editor Dr. Doug Goetz CPPM, CF.

In Vol. 14, Issue 2, Dr. Goetz explains the background and benefits of the International Standard Serial Number (ISSN)

recently issued to *The Property Professional*, the “Papa Bear” of NPMA news. This issue also includes the 2002-2003 Course Catalog as well as enlightening articles by Fred Seth (CPPM, CF), James Hardy (CPPM), David Bell, and Mary Lu Harding (CPM, CPIM, CIRM).

You might think of the online *NPMA Digest* as the “Mama Bear” of NPMA news—and the *Smokey Mountain Signals* as “Baby Bear.” Along with the National and Eastern Region Web sites, these channels of communications keep us all in the loop!

—JLR



TAV Is Next Generation in Property Management

The Total Asset Visibility (TAV) Project is a collaborative Oak Ridge National Laboratory (ORNL)/Pacific Northwest National Laboratory (PNNL) research effort designed to determine the feasibility of applying the latest advances in radio frequency identification (RFID) technology to the tracking and identification of fixed and moveable assets.

What distinguishes this from other RFID attempts in Property Management? Advanced technology developed at ORNL and PNNL will be tested in this project. Additionally, the price and size of RFID tags have decreased dramatically.

RFID technology is simply the transmission of information by radio waves. An RFID system is made up of only two primary components: the *tag* and the *interrogator* or *reader*. The tag is located on the object to be identified, and the reader acts as the capture device.

If the tag does not have its own energy supply (no battery), it is called a *passive* tag. If it contains an auxiliary energy source (attached battery), it is considered a *semi-passive* tag. Both types of tags will be used in the TAV Pilot Project conducted at ORNL.

At this point, it appears that multiple federal agencies and contractors will provide funding for the project. Four participants have been selected: ORNL Network and Computing Technologies Division (4500N Computer Room); ORNL Operational Safety Services Division (hazardous chemicals in storage); ORNL Life Sciences Division (radiation sources); and BWXT Y-12 Acquisition and Asset Management (hazardous and radioactive materials in Receiving Warehouse). At least one participant is scheduled to be operational by the end of FY 2002.

The TAV Pilot Project is receiving a lot of attention. Representatives from DOE-HQ, DOE-ORO, and the DOE Site Office have all been involved in the planning and are helping to secure adequate funding.

According to Will Minter, Project Manager, "TAV has far-reaching implications. This technology is being considered for such applications as tracking people and equipment in hospitals, checking the status of Border Patrol employees, anti-theft control, fleet routing, classified document tracking, and many others."

Watch for future articles in the *Signals* on the status of the TAV Project.

by
Cheri Cross
CPPM, CF



See also "Total Asset Visibility" by Stephen J. Michelsen in *The Property Professional* (Vol. 13, No. 5)

Come
Expecting
the Best
in 2002

Find Out How Stuff Works

Now here is a nifty Web site for folks in the business in keeping track of stuff:

www.howstuffworks.com

It all began with a Web search on "personal digital assistant," just to confirm the meaning of the initialism PDA. Next thing you know, I'm learning how they work, what they can do, where to buy one, what to look out for—and I've bookmarked the link to *liquid crystal display*

because when I have time I want to find out how *that* works.

Here are some other topics addressed on this Web site:

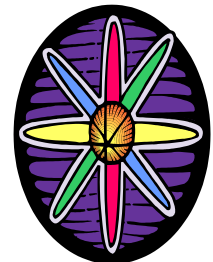
- How Nuclear Power Works
- How Scanners Work
- How Air Force One Works
- How Boomerangs Work
- How Apache Helicopters Work

- How Robots Work
- How Quicksand Works
- How DSL Works
- How UPC Bar Codes Work
- What's 10W40 Mean?

Each topic is explained by an expert in a variety of fields organized in 15 "supercategories."

This is a *really* cool site. Check it out!

—JLR



How do atoms work? Craig C. Freudenrich, Ph.D., explains this on the "How Stuff Works" Web site.

High Risk Training Returns to Oak Ridge

“It is the duty of everyone involved in property to make sure that *nothing* high risk falls into the hands of an ‘undesirable’ person or country.” These are the comments of GSMC member **Dinah Gray** (CPPA) following the *Property Management and Nonproliferation Training* held May 14-15 in Oak Ridge.

Topics taught by the experts included **High Risk** (Sarah-Jane Maynard, LANL), **Export Control** (Zan Hollander, DOE-HQ), **Trigger List** (Wayne Langenberg, ORNL); **Dual-Use List** (Steve Baker, ORNL), **Identifying Weapon Components** (Dave Snider, BWXT Y-12), and **U.S. Munitions List**

(Len Phillips, ORNL).

“We must be ever mindful of what can happen if someone gets a special part or piece of equipment from one site, another part from another site, and puts all this together to make a whole,” Dinah adds.

“Example: the Apache helicopters that were assembled from purchases of scrap metal. In the wrong hands, this presents problems of great magnitude.”

Another GSMC member attending this training was **Randall Riggs** (CPPA), who offered the following comments:

“As managers of property, we must assure that all the neces-

sary reviews are conducted by the appropriate staff prior to disposal. This is the third or fourth time I’ve had the class, and I learn something new every time, such as the fact that foreign nationals, by law, can obtain information from DOE (e.g., nuclear fuel reprocessing blue prints) to go along with the equipment purchased as scrap.

“The High Risk Property control requirements change every year, and attending this class at least once every two years is recommended. DOE-ORO intends to continue to make the class available in Oak Ridge every other year.”



“The first time I took the class, it was overwhelming. This time I learned so much more because I had already had an introduction from the last class. Things finally soaked in.”

—*Rebecca Whitehead*

High Risk Property Defined in Regs

Randall Riggs (CPPA) informs that in accordance with *DOE Personal Property Letter 970-3, Rev. 1*, dated Feb. 3, 1998, High Risk property includes

- Especially Designed or Prepared Property
- Export Controlled Property
- Proliferation-Sensitive Property

- Nuclear Weapon Components or Weapon-Like Components
- Automatic Data Processing Equipment
- Export Controlled Information
- Unclassified Controlled Nuclear Information
- Hazardous Property

- Radioactive Property
- Special Nuclear Material

These criteria are described in more detail on the ORNL Subcontract Property Web site at www.ornl.gov/property/subcon. Follow the **High Risk** link.



Automatic Data Processing Equipment is one of 10 categories of High Risk property as defined by DOE.

There’s High Risk Help on the Web

I performed a google.com search on the phrase *high risk property* on May 20 and got 1,430,000 hits. I was amazed that the *number one* listing was the **High Risk Property** Web site maintained by **Marcia Whitson** (CPPM, CF), and the *number two* listing was the High Risk link on the **ORNL Subcontract Property** Web site (maintained by me)!

Marcia’s site at www.ornl.gov/risk/risk contains links to the International Atomic Agency Information Circular Parts 1 (Trigger List) and 2 (Dual Use List). This is extremely useful in performing a search on a key word (e.g., *pump*). to locate all references on these lists And, as stated in the above article, the High Risk link at www.ornl.gov/property/subcon provides

definitions of the ten criteria for high risk property taken directly from the regs.

Heads up: a Google search on the phrase *high risk property and nonproliferation training* resulted in 2,760 hits—and the **June 2001** and **October 2001** issues of the *Smoky Mountain Signals* were listed numbers *three* and *four*, respectively. We’re famous!

— JLR



If you know of other resources in cyberspace on High Risk property, please share them with GSMC by e-mailing to rosenbergjl@ornl.gov.

Up Close and Personal

At home she is caregiver to her mother; her dog Sara; her cat Oliver; and a couple of quarter horses, Handsome and Yellar.

At work she is someone whose advice is sought with regard to High Risk property.

Rose Mason is one of six GSMC members in the employ of Bechtel Jacobs Co., LLC (along with Kathy Adkins, John Bailey, Debbie Ferguson, Terry Humphrys, and Bill Teer)—but she has worked under four government contractors since 1975 at all three Oak Ridge sites.

“All of my work history has been in Property and Materials Management except for a brief two and a half years in Security. High Risk property became an issue back in 1996 when I worked on a team from all

three sites to address implementing the *DOE Personal Property Letter 970-3*.

“Since then, I’ve taken courses in *DOE Property Management and Nonproliferation*, Department of Commerce *Complying with U.S. Export Controls*, and Bureau of Industry and Security *Technical Data and Software Workshop*.”

Rose has worked closely with Zan Hollander (National Nuclear Security Administration, Office of Export Control Policy and Cooperation at DOE Headquarters) and with Steve Baker (National Security Program Office in Oak Ridge).

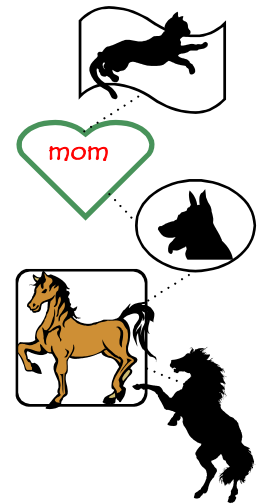
“Both of these gentlemen have served as mentors and continue to be of great help in my continuing education on High Risk issues. Together we developed a

form used to *Request an Exception to the Destruction of Trigger List Property*, which has had frequent use here at the East Tennessee Technology Park. This form has also been supplied to BWXT Y-12, Sandia National Laboratory, and Los Alamos National Laboratory.”

One of 18 children, Rose grew up in Oak Ridge and attended the University of Tennessee and Roane State Community College. For the past five years she has shared her home with her mother. “She is physically handicapped and requires assistance, but she is mentally sharp and active.”

Rose shows horses as a hobby. Now some folks might consider *that* high risk!

—JLR



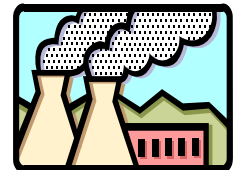
Rose Mason has been an active member of the GSMC since 1996, serving the chapter as Treasurer and Vice President.

NPMA Meeting Highlights

- **Date:** May 15, 2002
- **Program:** **Steve Baker** (Oak Ridge National Laboratory), “Property Management and Nuclear Nonproliferation”
- **Attendance:** 18 members, 6 guests
- **Welcomed** new members Bill Teer and John Bailey

- **Discussed** National Education Seminar, NPMA Foundation Raffle item to be donated

www.ornl.gov/npma/meetings



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This word search is full of terms and things you may hear during a GSMC meeting. How many can you find?

Adjourned, Business Chapter, Committees GSMC, Guest Hello, Members Minutes, Motion NPMA, Passed Presentation President Report, Seconded Secretary, Seminar Speaker, Treasurer Welcome

Word Search

by
Debbie Ferguson
CPPA



National Property Management Association (NPMA)
Great Smoky Mountain Chapter (GSMC)

P.O. Box 5733
Oak Ridge, TN 37831-5733

To:

Great Smoky Mountain Chapter
of the
Eastern Region NPMA

Send a Signal to Someone!

Smoky Mountain Signals

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July 22

Posted on the
GSMC Web site at

[http://www.ornl.gov/npma/
newsletter.htm](http://www.ornl.gov/npma/newsletter.htm)

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