

DIRECTIVES CONTROL FORM - ORO FINAL DIRECTIVE

PART A (To be completed by the Division of Primary Interest (DPI))

1. **NUMBER AND TITLE OF DIRECTIVE:** **ORO O 470, Chapter XI, Change 2, SECURITY OF FOREIGN INTELLIGENCE INFORMATION AND SENSITIVE COMPARTMENTED INFORMATION FACILITIES**

2. **PURPOSE OF TRANSMITTAL:** New Directive Revised Directive

3. **THIS DOCUMENT MAY AFFECT THE WORK PERFORMED BY THE FOLLOWING CONTRACTORS:** (Check appropriate boxes)

No (all contractors)

Yes If yes, whom? Bechtel Jacobs Co. BWXT Y-12 ORAU UT-Battelle SURA

Other contractors (list by type) All other contractors and subcontractors having access to FII, including SCI.

Many ORO contractors have approved S/RIDs or WSS sets that may affect applicability of contractor requirements from this directive. Applicability of contractor requirements must take into account the approved standards set for each particular contract.

4. **SIGNIFICANT PROVISIONS:** Are there any significant changes or impact?

No Yes If yes, describe:

This ORO chapter is part of the ORO sunset review process. Changes to this chapter include editorial revisions to (1) the addition of National Nuclear Security Administration Y-12 Site Office, (2) revise paragraph 4a and 4b to reflect current ORO and YSO organizational name, (3) to update current office code for the Office of Intelligence in 4b(1), and (4) Office of Security Affairs, 4b(3).

5. **CONTACT POINT:** Pat Belland Office of Safeguards and Security, OS-20 576-0914
Name Organization Telephone

PART B (To be completed by the Directives Management Group (DMG)):

6. **FILING INSTRUCTIONS:**

<u>Remove</u>	<u>Dated</u>	<u>Insert</u>	<u>Dated</u>
ORO Control Form	04/23/1999	ORO Control Form	07/01/2002
ORO O 470, Chapter XI, Chg. 1, Pages XI-1 thru XI-4	04/23/1999	ORO O 470, Chapter XI, Chg. 2, Pages XI-1 thru XI-4	07/01/2002

ORO Directives are available on the ORO Directives Management Home Page at http://www.ornl.gov/doe_oro_dmg/oro_dir.htm. The ORO Directives will no longer be mailed in printed copy unless you do not have Internet capabilities.

7. **APPROVED FOR DISTRIBUTION IN ACCORDANCE WITH THE OFFICIAL DIRECTIVES DISTRIBUTION LIST:**

Original Signed By

Wayne H. Albaugh

Signature: DMG Team Leader, AD-440

07/01/2002

Date

INSTRUCTIONS TO ADDRESSEES: THIS FORM IS TO BE FILED WITH THE DIRECTIVE AND RETAINED

U.S. Department of Energy

Oak Ridge Operations

ORO O 470
Chapter XI
Change 2

DATE: 07/01/2002

**SUBJECT: SECURITY OF FOREIGN INTELLIGENCE INFORMATION AND SENSITIVE
COMPARTMENTED INFORMATION FACILITIES**

1. PURPOSE. This chapter correlates to DOE 5639.8A, SECURITY OF FOREIGN INTELLIGENCE INFORMATION AND SENSITIVE COMPARTMENTED INFORMATION FACILITIES, dated July 23, 1993, by assigning responsibility and accountability and providing administrative and/or contractual guidance to Oak Ridge Operations (ORO), National Nuclear Security Administration (NNSA) Y-12 Site Office (YSO), and its contractors. Nothing in this issuance changes any requirements contained in any Department of Energy (DOE) directive.
2. CANCELLATION. This chapter cancels and replaces ORO O 470, Chapter XI, Change 1, SECURITY OF FOREIGN INTELLIGENCE INFORMATION AND SENSITIVE COMPARTMENTED INFORMATION FACILITIES, dated April 23, 1999.
3. APPLICABILITY. The provisions of this chapter apply to ORO and YSO Principal Staff, contractors, and subcontractors who perform work for the Department that requires access, receipt, storage, processing and/or handling of Foreign Intelligence Information (FII), including Sensitive Compartmented Information (SCI).
4. RESPONSIBILITIES.
 - a. Deputy for Operations (DO).
 - (1) Serves as the Senior ORO Intelligence Operation and Control Official.
 - (2) Delegates approval authority to the Director, Office of Safeguards and Security (OSS), for requests for SCI access from ORO, contractors, and subcontractors.
 - b. Director, Office of Safeguards and Security ORO; and the Director, Safeguards and Security Division, (SSD) Y-12 Site Office.
 - (1) Approve requests for SCI access for ORO and/or YSO employees before they are forwarded by the Special Security Officer (SSO), Field Intelligence Element (FIE), to the Director, Office of Intelligence (IN-1), Headquarters (HQ).
 - (2) Perform those tasks identified in DOE 5639.8A, subparagraphs 8f(2)-(8), as directed by DO.

- (3) Process applicants for SCI access authorization and forward files to the Director, Office of Security Affairs (SO-1), HQ.
 - (4) Provide the DO and Federal Building Complex Security Officer with a periodic listing of all SCI-cleared personnel within ORO and/or YSO.
- c. Principal Staff and Director, Field Intelligence Element.
- (1) Establish, manage, and operate facilities that receive, store, process, and disseminate FII, including SCI, in a manner that conforms to the requirements of DOE 5639.8A.
 - (2) Report within two hours of discovery any incident or security-related situation that could be construed as involving a compromise, possible compromise or suspected compromise of FII, including SCI, to the Contracting Officer's Representatives (COR) and the YSO Director, SSD, or their designee. The initial notification may be oral or written, but in all cases will be followed within 24 hours by a formal written report of inquiry/investigation.
 - (3) Under whose supervision procurement requests are initiated, perform those tasks identified in DOE 5639.8A, subparagraph 8b(2).
- d. Contracting Officer's Representatives.
- (1) Perform those tasks identified in DOE 5639.8A, paragraph 8b(1).
 - (2) Ensure that any deficiencies noted as a result of ORO, NNSA, or HQ surveys/inspections are addressed with corrective actions designed to meet FII management, control, and security requirements.
- e. ORO and YSO Division Directors and above are responsible for validating the Aneed-to-know® for individuals in their organization on OR F 5635.4-1, the locally-produced Document Access Authorization Form.

NOTE: Forms should be reviewed annually or whenever a job change occurs to ensure continued access to FII is necessary. If Aneed-to-know® is no longer required, Central Library must be contacted immediately to withdraw access.

5. REQUIREMENTS AND PROCEDURES. None.
6. REFERENCES. ORO O 470, Chapter III, Change 2, INFORMATION SECURITY PROGRAM, dated April 11, 2002, and any revisions, which establishes responsibilities for foreign intelligence activities within ORO and YSO.

7. DEFINITIONS. Field Intelligence Element (FIE) is an element of ORO or of any ORO contractor that has been recognized in writing by IN-1 as an extension of DOE HQ that performs unique and critical FII operations in direct support of the Department's intelligence mission as defined in Executive Order 12333. The FIE's mission may require interface with Intelligence Community agencies.
8. CONTRACTOR REQUIREMENTS DOCUMENT. See Contractor Requirements Document, Attachment 1 of this Chapter.
9. ATTACHMENTS.
Attachment 1 - Contractor Requirements Document.

CONTRACTOR REQUIREMENTS DOCUMENT

Contractors identified in paragraph 3 of this chapter will accomplish the following, to the extent set forth in their contract:

1. Establish, manage, and operate facilities which receive, store, process, and disseminate FII, including SCI, in a manner that conforms to the requirements of DOE 5639.8A.
2. Report within 2 hours of discovery any incident or security-related situation that could be construed as involving a compromise, possible compromise, or suspected compromise of FII, including SCI, to the cognizant COR or Site Manager and to the YSO Director, SSD, or their designee. The initial notification may be oral or written, but in all cases will be followed within 24 hours by a formal written report of inquiry/investigation.