

U.S. Department of Energy

Oak Ridge Operations

ORO O 470 Chapter I

DATE: 9-30-96

SUBJECT: SAFEGUARDS AND SECURITY PROGRAM

1. **PURPOSE.** This Chapter correlates to DOE O 470.1, SAFEGUARDS AND SECURITY PROGRAM, dated September 28, 1995, by assigning responsibility and accountability and providing administrative and/or contractual guidance to Oak Ridge Operations (ORO), the Office of Scientific and Technical Information (OSTI), and their contractors. Nothing in this issuance changes any requirements contained in any DOE Order.
2. **CANCELLATION.** This Chapter cancels and replaces:
 - a. ORIG 5630.11A, SAFEGUARDS AND SECURITY PROGRAM, dated August 30, 1993.
 - b. ORIG 5630.13A, MASTER SAFEGUARDS AND SECURITY AGREEMENTS, December 23, 1992.
 - c. ORIG 5630.14, SAFEGUARDS AND SECURITY PROGRAM PLANNING, dated July 29, 1993.
 - d. ORIG 5630.15, SAFEGUARDS AND SECURITY TRAINING PROGRAM, dated June 2, 1993.
 - e. ORIG 5630.16, SAFEGUARDS AND SECURITY ACCEPTANCE AND VALIDATION TESTING PROGRAM, dated June 16, 1994.
 - f. ORIG 5630.17, SAFEGUARDS AND SECURITY (S&S) STANDARDIZATION PROGRAM, dated August 20, 1993.
 - g. ORIG 5631.1B, SECURITY EDUCATION BRIEFING AND AWARENESS PROGRAM, dated June 1, 1993.
 - h. ORIG 5631.4A, CONTROL OF CLASSIFIED VISITS, dated July 1, 1993.
 - i. OR 5631.5, VIOLATION OF LAW, LOSSES, AND INCIDENTS OF SECURITY CONCERN, dated January 25, 1990.
 - j. ORIG 5634.1A, FACILITY APPROVALS, SECURITY SURVEYS, AND NUCLEAR MATERIALS, dated May 15, 1995.
 - k. ORIG 5639.X10, INTERIM DOE OAK RIDGE OPERATIONS OFFICE (ORO) FOREIGN OWNERSHIP, CONTROL, OR INFLUENCE (FOCI) PROCEDURES, dated April 13, 1993.
3. **APPLICABILITY.** The provisions of this Chapter apply to ORO and OSTI Principal Staff, management and operating (M&O) contractors, and other contractors and subcontractors performing

work involving access to or responsibility for classified facilities, classified information, or special nuclear materials as provided by law and/or contract and as implemented by the appropriate contracting officer.

4. RESPONSIBILITIES.

a. Director, Safeguards and Security Division (SSD).

- (1) Performs those tasks identified in DOE O 470.1, subparagraphs 5k(1)(a)-(d) and (g)-(l); and 5k(2).
- (2) Performs those tasks assigned to "lead responsible office" in DOE O 470.1, Chapters V-X.
- (3) Serves as the primary point of contact for deviation requests in accordance with DOE O 470.1, subparagraph 4f.

b. Assistant Director for Resource Management, OSTI, who serves as the OSTI Security Manager, appoints a Security Education Coordinator who is responsible for the implementation of the requirements of DOE O 470.1 and the provisions of this Order.

c. Office of Chief Counsel provides advice on FOCI issues as needed.

d. Director, Procurement and Contracts Division, performs that task identified in DOE O 470.1, subparagraph 5k(1)(e).

e. Director, Planning and Budget Division.

- (1) In coordination with the Contracting Officers' Representatives, makes appropriate funding arrangements for necessary equipment, as required in DOE O 470.1, subparagraph 5k(2)(e).
- (2) Coordinates preparation of the annual budget formulation request for the safeguards and security crosscut and ensures review by ORO staff before submission to Headquarters.

f. Principal Staff.

- (1) Under whose supervision procurement requests are initiated, perform those tasks identified in DOE O 470.1, subparagraph 5m.
- (2) With concurrence of SSD, approve variances and waivers consistent with the criteria of DOE O 470.1, subparagraphs 4f(1) and (2).
- (3) Recommend approval of and submit to SSD any exception under DOE O 470.1, subparagraph 4f(3).

g. Contracting Officers' Representatives.

- (1) Develop, validate, and submit to SSD for approval security plans or Site Safeguards and Security Plans in accordance with the requirements of DOE O 470.1, Chapter I, paragraph 4.
- (2) When necessary, submit exception requests to SSD in accordance with the requirements of DOE O 470.1, subparagraph 4f(3).
- (3) Perform those tasks identified in DOE O 470.1, subparagraph 5j; and Chapter V, subparagraph 7b(2).

5. REQUIREMENTS AND PROCEDURES. None.

6. REFERENCES. None.

7. DEFINITIONS. None.

8. CONTRACTOR REQUIREMENTS DOCUMENT. See Contractor Requirements Document, Attachment 1 of this Chapter.

9. ATTACHMENTS.

Attachment 1 - Contractor Requirements Document.

CONTRACTOR REQUIREMENTS DOCUMENT

Contractors that are identified in paragraph 3 of this Chapter shall accomplish the following:

1. Develop a site-specific safeguards and security program that is consistent with DOE objectives (DOE O 470.1, paragraph 1) and program requirements (DOE O 470.1, Attachment 1).
2. Ensure that all consultants and subcontractors who hold access authorizations attend all security briefings.
3. Comply with the local implementation procedures developed for the FOCI program by the Director, ORO SSD, in accordance with DOE O 470.1, subparagraph 5k(1)(g); and subparagraph 4a(1) of this Chapter.