

# DIRECTIVES CONTROL FORM - ORO FINAL DIRECTIVE

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

1. **NUMBER AND TITLE OF DIRECTIVE:** **ORO O 470, Chapter I, Change 2, SAFEGUARDS AND SECURITY PROGRAM**
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, except facilities and activities regulated by NRC.

*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 minor editorial revisions to indicate the current organizational titles for (1) the Office of Safeguards and Security in subparagraph 4a, (2) the Assistant Director for Administration and Information Services, OSTI, in subparagraph 4b, and (3) to update DOE O 470.1 to DOE O 470.1, Change 1.
5. **CONTACT POINT:** Linda Eble Office of Safeguards and Security, OS-20 576-6963  
Name Organization Telephone

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## 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                                    | 04/16/1999   | ORO Control Form                                    | 07/31/2002   |
| ORO O 470, Chapter I,<br>Chg. 1, Pages I-1 thru I-3 | 04/16/1999   | ORO O 470, Chapter I,<br>Chg. 2, Pages I-1 thru I-3 | 07/31/2002   |

*ORO Directives are available on the ORO Directives Management Home Page at [http://www.ornl.gov/doe\\_oro\\_dmg/oro\\_dir.htm](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 07/31/2002  
Signature: DMG Team Leader, AD-440 Date

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**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 I  
Change 2

**DATE: 07/31/2002**

**SUBJECT: SAFEGUARDS AND SECURITY PROGRAM**

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1. PURPOSE. This chapter correlates to DOE O 470.1, Change 1, SAFEGUARDS AND SECURITY PROGRAM, dated June 21, 1996, 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 Department of Energy (DOE) directive.
2. CANCELLATION. This chapter cancels and replaces ORO O 470, Chapter I, Change 1, SAFEGUARDS AND SECURITY PROGRAM, dated April 16, 1999.
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, Office of Safeguards and Security (OSS).
    - (1) Performs those tasks identified in DOE O 470.1, Change 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, Change 1, Chapters V-X.
    - (3) Serves as the primary point of contact for deviation requests in accordance with DOE O 470.1, Change 1, subparagraph 4f.
  - b. Assistant Director for Administration and Information Services, 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, Change 1, and the provisions of this directive.
  - c. Office of Chief Counsel provides advice on Foreign Ownership Control or Influence (FOCI) issues as needed.
  - d. Director, Procurement and Contracts Division, performs tasks identified in DOE O 470.1, Change 1, subparagraph 5k(1)(e).

e. Director, Planning and Budget Division.

- (1) In coordination with the Contracting Officer=s Representatives, makes appropriate funding arrangements for necessary equipment, as required in DOE O 470.1, Change 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, Change 1, subparagraph 5m.
- (2) With concurrence of OSS, approve variances and waivers consistent with the criteria of DOE O 470.1, Change 1, subparagraphs 4f(1) and (2).
- (3) Recommend approval of and submit to OSS any exception under DOE O 470.1, Change 1, subparagraph 4f(3).

g. Contracting Officer=s Representatives.

- (1) Develop, validate, and submit to OSS for approval security plans or Site Safeguards and Security Plans in accordance with the requirements of DOE O 470.1, Change 1, Chapter I, paragraph 4.
- (2) When necessary, submit exception requests to OSS in accordance with the requirements of DOE O 470.1, Change 1, subparagraph 4f(3).
- (3) Perform those tasks identified in DOE O 470.1, Change 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 identified in paragraph 3 of this chapter will accomplish the following, to the extent set forth in their contract:

1. Develop a site-specific safeguards and security program that is consistent with DOE objectives (DOE O 470.1, Change 1, paragraph 1) and program requirements (DOE O 470.1, Change 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 OSS, in accordance with DOE O 470.1, Change 1, subparagraph 5k(1)(g); and subparagraph 4a(1) of this chapter.