

U.S. Department of Energy

Oak Ridge Operations

ORO O 470
Chapter VI

DATE: 9-30-96

SUBJECT: PERSONNEL SECURITY ACTIVITIES

1. PURPOSE. This Chapter correlates to DOE O 472.1, PERSONNEL SECURITY ACTIVITIES, dated September 25, 1995, by assigning responsibility and accountability and providing administrative and/or contractual guidance to Oak Ridge Operations (ORO), 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 5631.2C, PERSONNEL SECURITY PROGRAM, dated July 26, 1995.
 - b. ORIG 5631.6A, PERSONNEL SECURITY ASSURANCE PROGRAM, dated February 26, 1993.
3. APPLICABILITY. The provisions of this Chapter apply to ORO and OSTI Principal Staff and to contractors and subcontractors who require access to DOE-classified information or special nuclear material as provided by law and/or contract and as implemented by the appropriate contracting officer.
4. RESPONSIBILITIES.
 - a. Manager authorizes suspension of access authorizations in accordance with 10 Code of Federal Regulations (CFR) 710.10.
 - b. Director, Personnel Division.
 - (1) Through the Chief, Personnel Clearance and Assurance Branch (PCAB), performs those tasks identified in DOE O 472.1, subparagraphs 5(i), (j), and (l) in accordance with the criteria prescribed in 10 CFR 710.
 - (2) Is designated the Personnel Security Assurance Program (PSAP) approving official who performs those tasks identified in DOE O 472.1, subparagraph 5k.
 - c. Principal Staff and subordinate supervisors report that derogatory information described in DOE O 472.1, subparagraph 5j(5) and 10 CFR 710.8, to the Chief, PCAB.
 - d. Contracting Officers' Representatives.
 - (1) Inform contractors of the provisions of DOE O 472.1, Chapters I through IX, and this Chapter, and ensure their compliance with prescribed standards and procedures.
 - (2) Review and concur on the contractor PSAP implementation plans and forward to the Personnel Division for appropriate action.

- (3) Review and concur in contractor recommendations for inclusion of positions in PSAP. Forward to the Personnel Division those recommendations that match the criteria prescribed in 10 CFR 710.50(a).
 - (4) Notify the Personnel Division when any contractor employee filling a PSAP position has received treatment or been hospitalized for an emotional or mental disorder or for alcohol or drug abuse.
5. REQUIREMENTS AND PROCEDURES. Procedures and criteria are outlined in DOE O 472.1, Chapters I through IX, and 10 CFR 710.
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. Designate a point of contact to serve as an ORO interface in all requests for contractor access authorizations.
2. Implement an effective and efficient personnel security program consistent with DOE objectives (DOE O 472.1, paragraph 1) and program requirements and procedures as prescribed in DOE O 472.1, Attachment 1.