



Important Message

CONTRACTOR SECURITY CLEARANCE SUBMISSIONS

Prior to submitting any clearance paperwork to the Sandia Clearance Office, please ensure that you have a contract award letter on file. This will ensure that Personnel Security not only processes clearances correctly—associating individuals with the appropriate companies and Employer Codes—it also prevents any unnecessary work from being completed.

Recall of Side-Loading Badge Holders



The SNL/NM Badge Office reports that the HSPD-12 badge (federal credential) can fall out of side-loading holders if it is fitting loosely. In these cases, the badge may be lost before the wearer notices it has slipped out of its holder. If you have a side-loading holder, you must go to the Sandia badge office for your site and replace your holder with the top-loading style.



Safeguards and Security
Sandia National Laboratories

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FSO CONFERENCE COMMENTS

Don't Forget To Replace a Faded or Damaged Badge:

DOE requires you to ensure that your badge adequately identifies you at all times. If your badge is damaged or faded, or if your appearance differs significantly from the picture on your badge, go to the Badge Office immediately, and ask that your badge be replaced. You will be issued an interim badge; it will take a while for you to receive a new Federal Credential.

Clearance Reinvestigations

Security clearance reinvestigation is a DOE requirement. Sandia's Personnel Security Department will notify affected individuals and provide instructions when it is time to begin the reinvestigation process. Personnel Security will also send two additional reminders to each individual, the responsible FSO, and the appropriate Sandia manager if the due date is reached and the reinvestigation has not been completed. After three notifications, if the Personnel Security Clearance Office does not receive the requested paperwork by the established due date, the Clearance Office will be required to take action, which may include temporarily disabling the access control (badge) until the paperwork has been completed.

Credit Freezes Affecting Clearance Reinvestigations

Credit histories are required for both initial clearance investigations and reinvestigations. Individuals who have placed a "freeze" or other hold on their credit histories will need to request that the hold be lifted for a period of 40 days or more to accommodate their investigations. DOE's Personnel Security Department suggests that this request be made upon submission of the individual's e-QIP packet. If DOE is unable to obtain credit reports directly from the credit bureaus, it will be unable to determine suitability for access to classified matter, which could affect employment eligibility.



From the Desk of Margret Tibbetts

Another FSO Conference under our belts and another year has flown by as well. There have been many changes within our little corner of Sandia National Laboratories. We hope we have been successful in keeping you up with as many of them as possible.



One change that Fran Armijo, Security Coordinator, mentioned to those of you who did attend the conference, was that I am moving on to another opportunity within Sandia. It has been a marvelous learning experience with all of you and interesting, to say the least, getting to know quite a few of you as well. I believe we have made this FSO/Security Awareness Program better and stronger each year. The FSO ToolCart has been a great asset to both of us; being able to disseminate information you are able to access at any time has been very helpful for all of us.

I know I am going to miss all the "fun" we have had growing together, but realize that branching out will give me a much broader knowledge of other stuff out there. I never really realized how big Sandia National Labs was until I had to go visit my new area! I hope some of you will keep in touch, after all, some things usually stay the same – name, email, phone – out here.

All joking aside, I wish each and every one of you a great and prosperous 2010! Double digits again?!? Where has time gone?!?

Thank you,

Margret Tibbetts

SAFEGUARD SANDIA

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Fran Armijo, Publisher & Coordinator 505-284-2416
Dionne Hidalgo, S&S Awareness, SNL/CA 925-294-4649
SSTC, Editing & Layout 505-284-2230



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FSO Conference



First allow us to thank all of you who attended our August FSO Conference. I hope you found it informative and useful to you as FSOs. We're also very grateful to our speakers, who willingly and enthusiastically participate in our conferences.

As it never hurts to get a head start on things, I'd like to request your assistance in putting together an agenda for next year's conference. What do you need

more clarification on? What Security issues, in your opinion, haven't been covered in the past? Would you prefer having a half day session as opposed to a full day session? Our intention is to improve communication, but communication involves hearing from you not only on the conference but on other issues. This will help us plan our agenda, improve our operations, and provide kudos to deserving Security personnel. Please feel free to provide your comments by writing to securityed@sandia.gov.

Here are some of your comments from this year's FSO Conference:

COMMENT	RESPONSE
It's always been a problem hearing attendees' questions. Maybe microphones should be placed around.	We realize that some people tend to ask questions prior to allowing us to provide them with a microphone, so we asked the presenters to repeat the question for the audience. We'll try to do better at making microphones available.
More on cyber security	We'll ask Cyber Security if they can join us again next year.
Touching and interesting lunchtime speaker.	This gentleman is such a gracious individual. He immediately accepted my invitation to speak to you.

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COMMENT	RESPONSE
Excellent technique of all speakers to repeat all questions from audience	Thank you! This technique was implemented based on prior experience.
Keep FSO Toolcart up to date. It's great!	Although this comment doesn't apply to the conference, it's wonderful to know FSOs are utilizing this communication tool.
Should have purchased coffee mugs made in the USA	So noted. We asked our distributor about this. He had two things to say: "Very few things are made in the US anymore." and "If you're willing to pay twice the price?" I'm not sure there's a good solution to this on our part.
Information on KMPs is confusing.	Our next newsletter will address KMPs.
Great job again this year.	Thank you.



Coordinator's Corner security awareness team

It seems that every year we inform you about personnel changes in Safeguards and Security. Usually I just note the change as it doesn't directly affect the Awareness program. This year, as in the year that Charles Montoya moved on to another position, the change has a dramatic effect. Margret has also moved on to a new job this year, and you're left with me. So, like some of the contractors who have had to deal with me this past month have learned, I will be struggling for awhile. However, I want to encourage you to share your suggestions, always ask questions, and let me know how I can help do a better job serving you.

Thank you,

Fran Armijo

Security Awareness Coordinator

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Newsletter Submissions

If your group or organization would like to provide content for this newsletter, please submit suggestions and articles to Fran Armijo (fparmij@sandia.gov) or Dionne Hidalgo (dlhidal@sandia.gov). Because compiling such information is an ongoing process, submittals can be e-mailed to us at any time during the publication cycle.

Contact us:

Safeguard Sandia
SNL/NM MS 1341
P.O. Box 5800
Albuquerque, NM 87185-1341

E-mail: securityed@sandia.gov
Phone: (505) 284-2416

Web site: <http://www.sandia.gov/fso/>