

Defense Nuclear Security  
Lessons Learned Center



| Posted: | Title:   | Synopsis:   | Category:       | Site:                          |
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| 3/20/08 | Integrating Security with Projects and Mission Changes                             | Integration of Safeguards and Security at the start of a project enhances efficiency for the project and eliminates costly rework and retrofits. The use of a Project Review and Requirements Identification System ensures that the Safeguards and Security Requirements Integration Team is involved from project initiation and allows for a standardized approach and early risk identification.  | Best Practice   | Los Alamos National Laboratory |
| 3/20/08 | Pre-employment/Access Suitability Screening  | Persons with significant derogatory issues tax the limited resources of the Access Authorization Process and negatively affects the processing times for other applicants. A properly administered Employment/Access Suitability Guideline eliminates unsuitable individuals from consideration for employment. The effective use of government resources results in cost reductions and accelerated investigation and adjudication process for suitable applicants. Contact the DNS-LLC at dns-lessons@lanl.gov for more information and a copy of a sample Employment/ Access Suitability matrix. | Best Practice   | Kansas City                    |
| 3/20/08 | Configuration Management and Change Control aka Unauthorized Discharge of a Weapon | This Protective Force Lessons Learned examines how the lack of procedures, processes, and adequate retraining led to a potential safety event. For specific information on this event please contact the DNS-LLC at dns-lessons@lanl.gov.   | Lessons Learned | Los Alamos National Laboratory |
| 3/20/08 | J.T. Spectra Proshield Mask Alert  | A change in equipment leads to potential safety concern. A new piece of protective force equipment underwent and passed a hazard evaluation for daily operational use, but was not analyzed for tactical exercise use. During separate training evolutions the use of the new equipment resulted in minor injuries to two individuals. Assessments should include primary duty applications and should also consider possible hazard impacts within the training environment.   | Lessons Learned | Y-12                           |
| 11/7/07 | Where's Your Cell Phone?   | In this age of technology, it is a challenge to ensure telecommunications security rules are not inadvertently violated. Cell phone incidents were up and the Production organization was a major contributor to the number of incidents in the Plant. Management challenged personnel to come up with an idea that would help employees remember to check to make sure they did not have cell phones in pockets or bags being carried in to the site.<br><br>After some brainstorming to come up with ideas, two new ideas were born:<br>1) A button with the no cell phone logo, and              | Success Story   | Y-12                           |

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|          |  | <p>2) A lanyard that asks "Where is your cell phone?"</p> <p>These items were made available to every member of the division to wear as visible reminders to check for cell phones prior to going in to work. Additionally, division personnel took responsibility for standing at portals to remind others coming in to work to check for cell phones.</p>  |                 |                            |
| 10/23/07 | Double Check of Repository                                   | After a repository is opened to retrieve a document and the repository is secured, it is a good practice to have a second person double check insuring the repository is properly secured. This action, in conjunction with the standard end-of-day checks, will mitigate the potential of a security occurrence.  | Best Practice   | Kansas City Site Office    |
| 10/23/07 | Security Awareness in Stressful Situations                   | Workers must pay attention to their work, especially when in stressful or unfamiliar situations. Apply the five-step process of Integrated Safeguards and Security Management (ISSM) when working on tasks with high-security risks: (1) define the scope of work; (2) analyze the security risk; (3) develop and implement security controls; (4) perform work within security controls; and (5) ensure performance. Workers and managers must regularly review and revise procedures to meet operational needs, protect employees, and reduce security risks. Workers must report potential security incidents immediately to inquiry officials and responsible line managers. Managers must create an environment that encourages self-reporting and emphasizes timeliness. | Lessons Learned |                            |
| 9/12/07  | Foreign National Badging                                     | Citizenship verification for uncleared employees plays an important role in ensuring that access authorization is properly assigned to appropriate personnel. Sites should ensure a process is in place to verify the citizenship of all uncleared badge holders to prevent future incidents of improper badging and to validate previously badged employees.  | Success Story   | Los Alamos Site Office     |
| 9/10/07  | A LANL Strategy on Helping Official Visitors Follow Security | Cleared visitors from other sites may not have sufficient familiarity with site-specific security requirements. In extreme case this could lead to a security incident. Sites should develop guidance to familiarize visitors with established security policies and practices.  | Lessons Learned | Los Alamos Site Office     |
| 9/7/07   | RFID Tagging Initiative                                      | Personal and Government-owned sensitive electronic devices such as cell phones and Blackberries have been identified as a significant security issue. Positive security results can be achieved when using cell phone portals in conjunction with RFID tags.   | Success Story   | Savannah River Site Office |
| 8/30/07  | Weapons Maintenance Inspection                               | Mechanical devices are prone to failure and loss of parts. Semi-annual inspections are too infrequent. Sites should develop a process for all SPOs, Officers, and support personnel to be able to conduct a quick inspection of weapons (exterior only) for serviceability.  | Lesson Learned  | Y-12                       |