



## FSO TOOLCART

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## WHAT'S NEW!

\*\*\**Announcement*\*\*\*

### December 22, 2015 - UPDATE: Sandia/KAFB access and the REAL ID Act

Effective Monday, Jan. 11, state-issued driver's licenses or ID cards from non-compliant states (e.g., New Mexico) **will be accepted** to obtain a badge for access to Sandia if accompanied by an alternate form of ID such as a Social Security Card or a birth certificate. See the [REAL ID Act article](#) for more details. KAFB access policy, including impacts to the DBIDS process, remains under development.

Questions to [Security Connection](#) at 321 from a Sandia phone, 505-845-1321 from any phone, or [security@sandia.gov](mailto:security@sandia.gov).

\*\*\**Announcement*\*\*\*

### November 25, 2015 - SEC301, Classified Matter Training – Updated version now available

Facility Security Officers with contractors at Sandia National Laboratories are required to complete **SEC301, Classified Matter Training**. The PDF version of the course has been updated and is now available on the [briefings](#) page.

SEC301 is required for all Q-cleared individuals, and some L-cleared individuals selected by a Sandia manager, to increase the understanding of policies, procedures, and practices for handling and protecting classified matter. Always visit the FSO Tool Cart website to ensure the latest version of the training is used.

SEC301 must be taken every two years. If your staff have completed SEC301 within the past two years, no action is required.

For questions about completions or requirements regarding SEC301, please contact Security Connection at 321 from any Sandia phone or 505-845-1321.

\*\*\**Announcement*\*\*\*

### November 16, 2015-Sandia/KAFB access and the REAL ID Act

Effective Jan. 11, a New Mexico driver's license and ID card will not provide access to Sandia, and could impact KAFB access. Members of the workforce (MOWs) with current badges are not affected. Unbadged employees, subcontractors, consultants, visitors, colleagues, etc., must present an [alternative photo ID](#) to receive a badge. Notify potentially-affected persons of

the new requirements before they attempt to access Sandia. See the [REAL ID Act](#) page for additional details.

Questions to [Security Connection](#) at 321 from a Sandia phone, 505-845-1321 from any phone, or [security@sandia.gov](mailto:security@sandia.gov).

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**\*\*\*Announcement\*\*\***

## **November 4, 2015 –PDF version of SEC105, Insider Threat Awareness Training, now available for FSOs**

DOE's Insider Threat Program (ITP) directly responds to Executive Order (E.O.) 13587, and is consistent with guidance and standards developed by the National Insider Threat Task Force pursuant to Sections 6.1 and 2.1 (b) of E.O. 13587. It is a first step in the ITP's Continuous Education Campaign aimed at improving communications about the ITP and ensuring every DOE employee and contractor better understands their role and personal responsibility to identify and prevent insider threat.

DOE has notified Sandia that all Members of the Workforce with a security clearance, including contractors, must complete Insider Threat Awareness training by **Friday, November 13, 2015**.

The Insider Threat Awareness (SEC105) training requirement was uploaded into TEDS on **November 2, 2015** and takes about 30 minutes to complete. Staff augmentation contractors and PO contractors should charge to the project and task provided by their manager.

This [pdf version](#) is available for those unable to access TEDs at the FSO Contractor Toolcart under briefings. Follow the instructions on the completion record to receive credit.

Questions regarding course content to the Security Connection at (505) 845-1321, or 321 from a Sandia line. Questions regarding the training requirement to [Jennifer Roth](#) at (505) 284-2443.

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**\*\*\*Announcement\*\*\***

## **August 12, 2015 – Office of Personnel Management (OPM) suspends E-QIP system**

### **UPDATE ONLY – NO action required**

Sandia National Laboratories has resumed use of e-QIP, the web-based platform used to complete and submit background investigation forms to the Office of Personnel Management. All clearance requests can now be submitted as usual.

The suspension of e-QIP was announced in late June as the result of a system vulnerability identified during a comprehensive security system review. The Sandia Clearance Office is fully operational and has notified all individuals who were in the clearance process when e-QIP was shut down and all individuals who were submitted for a clearance subsequent to the shutdown. The process has re-commenced for both groups.

As an additional security measure, the e-QIP process now entails the assignment of a user code to each applicant by the Clearance Office. The Clearance Office provides instructions to each applicant.

When planning for new submissions, managers are advised that the expected average processing time for L clearances is 76 days, and the average processing time for Q clearances is 170 days. Processing times could be slightly longer depending on the recovery associated with the e-QIP shutdown. Questions to Security Connection at 321 from a Sandia phone, 505-845-1321 from any phone, or [security@sandia.gov](mailto:security@sandia.gov).

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**\*\*\*Announcement\*\*\***

## **July 2, 2015 – Office of Personnel Management (OPM) suspends E-QIP system**

**FYI ONLY – NO action required**

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