

ERRATA SHEET

The Office of Corporate Solutions has identified an error in the former DOE N 473.7, *Security Conditions*, dated 8-7-02. The directive's number should have been **DOE N 473.8**.

If you have any questions, please call 202-586-4716.

CANCELED

U.S. Department of Energy
Washington, D.C.

NOTICE

DOE N 473.8

Approved: 8-7-02

Expires: 8-7-03

SUBJECT: SECURITY CONDITIONS

1. OBJECTIVE. To ensure that the Department of Energy (DOE) uniformly meets the protection requirements specified in Presidential Decision Directive 39, "U.S. Policy on Counterterrorism (U)."
2. CANCELLATION. DOE N 473.6, *Security Conditions*, dated 9-18-00.
3. APPLICABILITY.
 - a. DOE Elements. Except for the exclusions in paragraph 3.c, this Notice applies to the DOE elements, including the National Nuclear Security Administration (NNSA) listed on Attachment 1.
 - b. Contracts.
 - (1) The Contractor Requirements Document (CRD), Attachment 2, sets forth requirements of this Notice that will apply to contractors responsible for the management and operation of the Department-owned facilities (hereafter referred to as site/facility management contractors) whose contracts include the CRD.
 - (2) This CRD must be included in all site/facilities management contracts that contain the clause at 48 CFR 952.204-2, Security. Heads of Field Elements have the authority to increase the requirements of the CRD, as detailed in the Requirements and Responsibilities Sections of this Notice. The authority to approve reductions in the requirements of the CRD resides with the Secretary of Energy; Deputy Secretary of Energy; Under Secretary for Energy, Science and Environment; the Administrator, NNSA; or the Director, Office of Security as detailed in the RESPONSIBILITIES section of this Notice.
 - (3) This directive does not automatically apply to other than site/facility management contracts. Application of any of the requirements of this directive to other than site/facility management contracts will be communicated separately from this directive. (See Section 5. a. (3) RESPONSIBILITIES. Heads of Field Elements, and Section 5. c. RESPONSIBILITIES. Heads of Headquarters Departmental Elements and the Power Marketing Administrations.)
 - (4) The officials identified in Section 5. RESPONSIBILITIES, are responsible for notifying the contracting officers of which contracts are affected. Once notified,

DISTRIBUTION:

All Departmental Elements

INITIATED BY:

Office of Security

the contracting officer is responsible for incorporating the CRD into the affected contracts via the Laws, Regulations, and DOE Directives clause of the affected contracts.

- (5) As the Laws, Regulations, and DOE Directives clause of site/facility management contracts states, regardless of the performer of the work, the site/facility management contractors with the CRD incorporated into their contracts are responsible for compliance with the requirements of the CRD. Affected site/facility management contractors are responsible for flowing down the requirements of the CRD to subcontracts at any tier to the extent necessary to ensure the site/facility management contractors' compliance with the requirements.

c. Exclusions.

- (1) The following organizations are not responsible for implementation of this Notice; however, employees of these organizations are required to comply with the requirements of the SECON level established for the facility where they are employed: Office of the Chief Information Officer; Office of Congressional and Intergovernmental Affairs; Office of Counterintelligence; Departmental Representative to the Defense Nuclear Facilities Safety Board; Office of Economic Impact and Diversity; Energy Information Administration; Office of Environment, Safety and Health; Office of General Counsel; Office of Hearings and Appeals; Office of Independent Oversight and Performance Assurance; Office of the Inspector General; Office of Intelligence; NNSA/Office of the Deputy Administrator for Defense Nuclear Nonproliferation; Office of Policy and International Affairs; Office of Public Affairs; Secretary of Energy Advisory Board; and the Office of Worker and Community Transition.
- (2) Consistent with the responsibilities identified in Executive Order 12344, the Director of the Naval Nuclear Propulsion Program will determine the applicability of this Notice for activities and facilities under his control.

4. REQUIREMENTS.

- a. Managers of DOE facilities, including managers of NNSA facilities, must prepare those facilities for prompt implementation of the security measures described in Attachment 3, "Protecting Department of Energy Facilities from Terrorist and

Malevolent Acts,” incorporated herein by this reference.¹ Attachment 3 describes the specific security upgrades that must be implemented to coincide with each of the Security Conditions (SECONs).

- b. NNSA facilities must be prepared to respond to SECON directives issued by the Administrator, NNSA. Non-NNSA facilities must be prepared to respond to SECON directives issued by the Under Secretary for Energy, Science and Environment. Headquarters facilities must be prepared to respond to SECON directives issued by the Director of the Office of Security. At their discretion, heads of field elements may increase protection measures for facilities under their cognizance if they determine that the local threat situation warrants additional security. In this event, the DOE Headquarters Emergency Operations Center and the lead program secretarial office (LPSO) must be notified of the SECON level. If heads of field elements or LPSOs believe that the SECON level should be less than that issued by the Under Secretary for Energy, Science and Environment or the Administrator, NNSA, a request for exception must be submitted for consideration. Exceptions to the SECON level for Headquarters facilities must be submitted to the Director, Office of Security for consideration.
- c. Security Condition levels are as follows:
 - (1) SECON-5: This condition exists when a general threat of possible terrorist activity exists but warrants only routine security measures associated with daily operations.
 - (2) SECON-4: This condition applies to a possible threat of terrorist activities and generally enhances security awareness responsibilities.
 - (3) SECON-3: This condition is used when an increased and more predictable threat of terrorist activity exists and may increase access controls to include additional personnel and vehicle barriers.
 - (4) SECON-2: This condition is set when a terrorist incident occurs or intelligence information is received indicating that some form of terrorist action is imminent, and requires specific protection measures to be put in place.
 - (5) SECON-1: This most serious condition is declared in the immediate area where a terrorist attack has occurred which may affect the site or when an attack is initiated on the site. This significantly increases protective measures and may require additional protective elements along with those in SECON-2.

¹ Attachment 3 will be disseminated to Departmental entities and contractors with a valid need to know. Attachment 3 contains Official Use Only Information and will not be available through Explorit (the Departmental Directives System). Requests for copies of Attachment 3 should be made to the Safeguards and Security Policy Staff at 301-903-3 652.

5. RESPONSIBILITIES.a. Heads of Field Elements.

- (1) Review and implement SECON requirements as issued by the Under Secretary for Energy, Science and Environment; the Administrator, NNSA; or the Director, Office of Security, as appropriate. Determine when the local threat situation warrants additional security and implement increased protection measures. Initiate requests for exceptions to SECON levels. Approve increases to the requirements of the CRD for contracts (site/facility management contracts or other contracts, as appropriate, containing the clause 48 CFR 952.204-2, Security) under their cognizance, as outlined in Section 4. REQUIREMENTS.
- (2) Ensure that the DOE Emergency Operations Center is informed of the current SECON status for facilities under their cognizance. Notify the DOE Emergency Operations Center within 15 minutes of any approved changes to the SECON status for facilities under their cognizance.
- (3) Review procurement requests for new non-site/facility management contracts and, if appropriate, ensure that the clause at 48 CFR 952.204-2, Security, and the requirements of the CRD of this directive are included in the contract.

b. Under Secretary for Energy, Science and Environment and The Administrator, NNSA.

- (1) For operations under the respective cognizance of the Under Secretary for Energy, Science and Environment or the Administrator, NNSA, issue SECON direction and review and respond to requests for exceptions to the requirements of this Notice.
- (2) Ensure that the Lead Program Secretarial Officers have incorporated the CRD of this directive in all affected site/facility management contracts.
- (3) Approve increases and reductions to the requirements of the CRD for all appropriate contracts (site/facility management contracts or other contracts, as appropriate, containing the clause 48 CFR 952.204-2, Security) under the cognizance of the Under Secretary for Energy, Science and Environment or the Administrator, NNSA, as outlined in Section 4. REQUIREMENTS.

c. Heads of Headquarters Departmental Elements and the Power Marketing Administrations. Review procurement requests for new non-site/facility management contracts and, if appropriate, ensure that the clause at 48 CFR 952.204-2, Security, and the requirements of the CRD of this directive are included in the contract.d. Director of the Office of Security.

- (1) For Headquarters facilities, issue SECON direction and review and respond to requests for exception to the requirements of this Notice.
 - (2) Provide recommendations for SECON directives to the Secretary and Deputy Secretary, and when appropriate, relay DOE-wide SECON directive from the Secretary or Deputy Secretary to all DOE facilities through the Under Secretary for Energy, Science and Environment and the Administrator, NNSA for implementation.
 - (3) Ensure the DOE Emergency Operations Center tracks the SECON status, to include changes, for all DOE and NNSA facilities. Notify the Under Secretary for Energy, Science and Environment, the Administrator, NNSA, and the Director, Office of Security of all reported changes to SECON status.
 - (4) Review procurement requests for new Office of Security Headquarters non-site/facility management contracts, and, if appropriate, ensure that the clause at 48 CFR 952.204-2, Security, and the requirements of the CRD of this directive are included in the contract.
- e. Lead Program Secretarial Officers.
- (1) Ensure that facilities under their cognizance have implemented the authorized SECON level.
 - (2) Notify contracting officers of affected site/facility management contracts to incorporate the CRD of this directive into those contracts. Ensure procurement requests for new non-site/facility management contracts require inclusion in the resulting contracts, if appropriate, of the clause at 48 CFR 952.204-2, Security, and the requirements of this CRD.
 - (3) Remain cognizant of local changes to the authorized SECON level for their facilities.
- f. Contracting Officers.
- (1) After notification by the appropriate program official, incorporate the CRD into the affected site/facility management contracts in accordance with the Laws, Regulations, and DOE Directives clause of the contracts.
 - (2) Assist originators of procurement requests who want to incorporate the clause at 48 CFR 952.204-2, Security, and the requirements of the CRD of this directive, in new non-site/facility management contracts, as appropriate.

6. CONTACT. To obtain assistance concerning this Notice, contact Safeguards and Security Policy at 301-903-3652



SPENCER ABRAHAM
Secretary

CANCELED

APPLICABLE ORGANIZATIONAL LIST

Office of the Secretary
Office of Civilian Radioactive Waste Management
Office of Energy Efficiency and Renewable Energy
Office of Environmental Management
Office of Fossil Energy
Office of Management, Budget and Evaluation and Chief Financial Officer
National Nuclear Security Administration
Office of Nuclear Energy, Science and Technology
Office of Science
Office of Security
Albuquerque Operations Office
Nevada Operations Office
Chicago Operations Office
Oakland Operations Office
Oak Ridge Operations Office
Richland Operations Office
Savannah River Operations Office
Idaho Operations Office
Golden Field Office
Rocky Flats Field Office
Ohio Field Office
Bonneville Power Administration
Southeastern Power Administration
Southwestern Power Administration
Western Area Power Administration

CONTRACTOR REQUIREMENTS DOCUMENT
DOE N 473.8, *Security Conditions*

Regardless of the performer of the work, the contractor is responsible for compliance with the requirements of this CRD. The contractor is responsible for flowing down the requirements of this CRD to subcontractors at any tier to the extent necessary to ensure the contractor's compliance with the requirements. The contractor shall:

1. Be prepared to implement the security measures described in DOE N 473.8, *Security Conditions*, Attachment 3, "Protecting Department of Energy Facilities from Terrorist and Malevolent Acts."¹
2. Be prepared to respond to SECON directives provided by either the Under Secretary for Energy, Science and Environment; the Administrator, NNSA; or the Director, Office of Security as appropriate.
3. Security Condition levels are as follows:
 - (1) SECON-5: This condition exists when a general threat of possible terrorist activity exists but warrants only routine security measures associated with daily operations.
 - (2) SECON-4: This condition applies to a possible threat of terrorist activities and generally enhances security awareness responsibilities.
 - (3) SECON-3: This condition is used when an increased and more predictable threat of terrorist activity exists and may increase access controls to include additional personnel and vehicle barriers.
 - (4) SECON-2: This condition is set when a terrorist incident occurs or intelligence information is received indicating that some form of terrorist action is imminent and requires specific protection measures to be put in place.
 - (5) SECON-1: This most serious condition is declared in the immediate area where a terrorist attack has occurred which may effect the site or when an attack is initiated on the site. This significantly increases protective measures and may require additional protective elements along with those in SECON-2.

¹ Attachment 3 will be disseminated to Departmental entities and contractors with a valid need to know. Attachment 3 contains Official Use Only Information and will not be available through Explorit (the Departmental Directives System). Requests for copies of Attachment 3 should be made to the Safeguards and Security Policy Staff at 301-903-3652.