

United States Government

Department of Energy (DOE)
Savannah River Operations Office (SR)

Memorandum

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LOG # 00286-12

REPLY TO OSSES (R. T. Bartholomew, 803-952-5544)

FILE # 5630

SUBJECT: Transmittal of Revised Memorandum of Agreement for Select Security Services

TO: Jack R. Craig, Director, Environmental Management Consolidated Business Center

The purpose of this memorandum is to transmit the revised Memorandum of Agreement (MOU) for Select Security Services between the Savannah River Operations Office and the Environmental Management Consolidated Business Center (EMCBC).

The revised MOU was coordinated between the SR and EMCBC and generated with mutual consent. The revised MOU has been signed by the SR Manager.

If you have any questions, please contact me at (803) 952-5544.



R. T. Bartholomew, Director
Office of Safeguards, Security and
Emergency Services

OSSES:RB:lfc

SITD-12-132

Attachment: Revised MOU

cc: K. Goodwin, EM-44
T. Jackson, EMCBC
T. Marcus, EMCBC
P. Vent, EMCBC
T. Pennington, EMCBC
C. Eckert, WVDP
T. Williams, SR
W. Dennis, SR

**Memorandum of Agreement
Savannah River Operation Office (SR)
Providing Selected Security Services to the
EM Consolidated Business Center (EMCBC)**

Purpose: This Memorandum of Agreement (MOA), authorized by the Manager of SR and the Director of the EMCBC, establishes the functions, tasks, responsibilities, and understandings relative to SR providing select security support services on behalf of the EMCBC. This agreement is necessary because the EMCBC 's primary mission is to provide consolidated business services to the EM complex. The establishment of security support infrastructure of a traditional field element would not be an efficient use of DOE resources given the capability and cooperation between the SR security functions and the EMCBC. This agreement addresses the following areas that will be performed by SR:

- Clearance Processing
- Clearance Administration
- Security Survey support
- Safeguards and Security Information Management (SSIMS) maintenance
- Foreign Ownership, Control or Influence (FOCI) determination
- Facility Data and Approval Record (FDAR) support
- Operations Security (OPSEC) support
- Communications Security support

This agreement will be amended and updated as necessary in accordance with the provisions herein. This agreement is predicated on various assumptions, which are provided as an attachment to the agreement.

Duration: SR will provide the specified security services on behalf of the EMCBC on a continual basis. This MOA will be in effect indefinitely from the date of the final signature on this agreement. Either party may terminate this agreement, with the approval of the other party, and with at least 30 days written notification of the proposed termination. This agreement may be modified by mutual consent of both parties. The party proposing the change will draft the modification and obtain required approvals.

Services to be provided by SR on behalf of the EMCBC: SR agrees to provide security services to the EMCBC and designated small sites as delineated above. Any further security support services will be subject to availability of financial and personnel resources and will be documented as an addendum to this MOA.

Management and oversight of security support services activities: For each of the service areas listed above, SR and EMCBC have appointed a primary management point of contact for negotiating services, resolving issues, and otherwise coordinating aspects of this agreement. The West Valley Demonstration Project also has a primary point of contact that is trained and qualified to resolve issues and request services from SR within the limitations of this agreement. The management POCs are as shown below:

Functional Area	Primary SR POC	Primary EMCBC/Site POC
Clearance Processing	Sharon Burckhalter, Office of Safeguards, Security, and Emergency Services (OSSES), Personnel Security Team Lead	Pat Vent, Office of Technical Support and Asset Management (OTSAM), Security Specialist Christopher Eckert, WVDP
Clearance Administration	Sharon Burckhalter, OSSES, Personnel Security Team Lead	Pat Vent, OTSAM, Security Specialist Christopher Eckert, WVDP
Security Survey Support	Scott Boeke, Nuclear Safeguards Team	Pat Vent, OTSAM, Security Specialist Christopher Eckert, WVDP Rod Hoffman, Classification Officer, B-55
SSIMS database maintenance	Geneva Johnson, OSSES Nuclear Safeguards Team	Pat Vent, OTSAM, Security Specialist Christopher Eckert WVDP
FOCI determination	Sandra Brown, OSSES Personnel Security Team	Pat Vent, OTSAM Security Specialist Christopher Eckert WVDP
FDAR support	Scott Boeke, OSSES Nuclear Safeguards Team	Pat Vent, OTSAM, Security Specialist Christopher Eckert WVDP
COMSEC support	Roger Campbell, OSSES Information Security Team	Pat Vent, OTSAM, Security Specialist Christopher Eckert WVDP
OPSEC	Tina DiFranco, OSSES, Information Security Team	Shaun Meadows, OTSAM, Security Specialist Christopher Eckert WVDP

The parties agree to timely appointment of replacement primary management POCs, as personnel changes occur. EMCBC Local/Site Points of Contact for Security Services are designated as Christopher Eckert at the West Valley Demonstration Project and Rod Hoffman at EMCBC, Bldg. 55. Pat Vent serves as the EMCBC primary Point of Contact for coordination of this MOA.

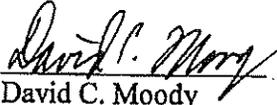
Standardization of services provided to the EMCBC: The EMCBC agrees that services provided by SR on behalf of the EMCBC will conform with applicable DOE policies, practices, and procedures. Further, the EMCBC will use SR policies, practices, procedures and systems to the maximum extent practical in requesting SR support if the services requested conform with DOE policies, practices, procedures, as applicable, but not with SR policies, practices, and procedures, a mutual determination will be made as to whether the EMCBC will seek to satisfy its own needs, or modify its policies, practices, procedures to comply with SR. Any deviation from standard SR practices shall be clearly identified in writing by both the SR and the EMCBC primary management

POCs. The EMCBC hereby agrees to request all services in a timely manner to allow for reasonable scheduling and resource allocation. Should exigent circumstances dictate an immediate response, SR agrees to provide any required service in the most expedient manner possible.

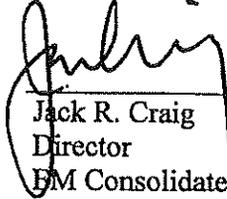
Delegations of authority: The SR is the Cognizant Security Authority for the EMCBC and the supported small sites. Included as part of this agreement are specific delegations correlated with the tasks that SR will perform on behalf of the EMCBC. It is further agreed that each SR and EMCBC primary management POC will conduct a review of specific delegations of authority that may need to be executed separately and will take action to prepare the necessary documents to effect such delegations.

Reimbursement of expenses: The EMCBC will provide SR with an annual funding letter to address direct costs associated with providing the support to EMCBC identified in this MOA. Direct costs will typically be limited to incremental travel costs that directly support the EMCBC. Any other incremental SR costs will be negotiated and dealt with on a case-by-case basis.

APPROVED:

 7/3/12

David C. Moody Date
Manager
Savannah River Operation Office

 7/3/12

Jack R. Craig Date
Director
EM Consolidated Business Center

cc w/attachments:
Karl Goodwin, EM-44
Ron Bartholomew, SR
T.J. Jackson, EMCBC
Trish Pennington, EMCBC
Christopher Eckert, DOE WVDP