



## Channel Islands Chapter National Classification Management Society

*Information Security Professionals*

March 2004

### ***Chairperson's Message***

Lugdy Cueva  
Lockheed Martin Technical Operations  
Western Test Range, Vandenberg AFB, CA

I would like to take some time to tell you what has been going on with our chapter. First we elected a new treasurer (our original treasurer-elect advised he was unable to serve) and installed the new officers for CY 2004. We hosted two meetings (one at VAFB and one at Port Huene) with DSS speakers reporting on "The State of DSS." on January 21 and 22, 2004, respectively. Our chapter web



site has been updated to include more links to information on the National Training Seminar, and included the hotel logo to provide more "splash." In coordination with Michele O'Donnell of Chapter 9, we are including Southern California members (as well as Chapter Chairs) in our Security Education e-mails. We are again cooperating with VSAC on a security seminar to be held on April 21, 2004, on VAFB, CA. NCMS will be funding some of the security education handouts for the seminar.

Fifteen new posters have been released on our chapter web site, bringing the total to 64. Of those, 37 have been created and published since the 2003 NCMS National Training Seminar. Six additional posters (American flag or fireworks themes) will be released on May 1, 2004. Voting by chapter members to select the 4 for entry at Reno will be April 21, 2004. (We have 20+ in the "new design" category that will be locally judged at the same time.)

We have more exciting things coming your way in this next year. I am very excited about being your new chapter chair and will strive to continue the exceptional standard that Bill Uttenweiler, our previous chapter chair, has set and achieved during his tenure.

*It is with great disappointment and regret that the joint Vandenberg Security Awareness Council and NCMS Channel Islands Chapter 9<sup>th</sup> Annual Spring Security Training Seminar has been cancelled.*

### ***DSS Update***

David Schuessler  
30<sup>th</sup> SFS/SFA, Vandenberg AFB, CA

### ***New Releases From Defense Security Service***



Have you been to the DSS website lately? They've been busy at the Academy, as well as at the Information Security Oversight Office, so here's a brief rundown of "new things out there."

### ***EPSQ UPDATE***

First of all, the transition of the personnel security investigations program to the Office of Personnel Management is still underway, but moving at a much slower pace than expected. In

the interim, OPM has begun to process the DoD investigations that were submitted since Oct 2003, while those submitted prior to that will continue to be worked by DSS.

What that means to you, is changes to the EPSQ are required effective immediately. For a Secret clearance, all requests for investigation must cover the applicant's past SEVEN years of residences, employment and education. SSBI's for TS still cover the past TEN years. Those of you familiar with the EPSQ know there is limited space in the blocks for entries, so if information won't fit into a specific block, always go to block 43 and list the additional information there. We also understand those requests for investigation that are already in "the system" will be worked "as is" but you are asked to follow this new guidance right away.

### ***SELF-INSPECTIONS***

While surfing the DSS website, click on "Academy" and go to "publications." At the top of the list you will see a brand new Self-Inspection Handbook for NISP Contractors dated March 2004. This comprehensive self-inspection guide replaces the one found in the I-95 issue of the Security Awareness Bulletin. This new handbook goes into detail about what you should be doing when conducting your self-inspections, and lists references from the NISPOM, should there be questions in a particular area. And yes, there is a very detailed section of the checklist devoted to Chapter 8 of the NISPOM.

### ***ISL 04L-1***

This new ISL has also been posted on the website and, as always, contains very useful information concerning the NISP. Besides an update on Chapter 8 requirements, it also addresses the JPAS issue. It would appear contractors will be rolling into JPAS sooner than we anticipated, so keep an ear to the ground for training on this new system in the near future. Some months ago we did some preliminary work on bringing JPAS training to Vandenberg, but left it on the back burner since implementing JPAS in the contractor arena was not very high on the radar screen. Will keep you posted on JPAS training in our local area. Remember, ISL's are considered a change or update to the NISPOM and must be maintained for ready reference. You should have all ISL's published since the NISPOM was released in January 1995.

### ***NEW MARKING GUIDE***

We were very surprised to learn of a new marking guide for classified information recently released by the Information Security Oversight Office (ISOO). We made some phone calls to arrange for several hundred copies of the guide be sent to us in time for our joint VSAC/NCMS Spring Security Training Seminar (coming up on 21 Apr 04) but unfortunately, they are still in the process of being printed. Changes are printed in blue in the booklet, which makes it easy to see what's new. If you want a copy of the guide electronically, please let me know and I'll e-mail it to you. You can also visit ISOO at <http://www.archives.gov/isoo> and download your own copy. According to the guide, it's effective immediately.



### ***Scholarships, Posters & Professional Certification***

William L. Uttenweiler

The Aerospace Corporation, Vandenberg AFB, CA

#### ***\$1,000 Scholarships Available***

If you are attending college and your employer doesn't cover all your expenses, NCMS may be able to help! The NCMS Board of Directors has created the Steven Garfinkel Scholarship Award – two \$1,000 scholarships that are given out annually. Although they are not limited to NCMS members, eligibility includes all members enrolled in any college/university classes, with a priority on those taking security-related programs.

The funds are paid directly to the college and must be used during the award year. The deadline to apply for the 2004 scholarships is May 31, 2004. To get additional details and an application for the program, point your browser to: [http://www.classmgmt.com/scholarship\\_files/scholarship.htm](http://www.classmgmt.com/scholarship_files/scholarship.htm).

#### ***Current Poster News***

In March 2004, we published six additional posters on our web site. This raises our total to 64!

The National Counterintelligence Executive (NCIX) has again put an announcement for them on their site at:

<http://www.ncix.gov/news/2004/march/ninePosters.html>. As with the previous releases, the new posters are in Adobe Acrobat's PDF format so security professionals can download, save and print them.

In mid-November 2003 we added a new feature to our poster page. It offers visitors a chance to send an e-mail asking to be notified of future poster publications. The most astounding replies to date have come from a sailor deployed to Sarajevo, Bosnia, and from an airman stationed in Yokota AB, Japan!

As those e-mails show, the posters continue to draw interest to our web site. Over 62,000 copies of them have been downloaded since late last June!

### ***Upcoming Poster Contest***

We are ready for the Chapter's 2004 Poster Contest. With the cancellation of the Spring Security Training Seminar, the judging will be:

\* Monday & Tuesday, April 26 & 27, 2004, at my office in Building 8500 (Room 170); and

\* Wednesday, April 28, 2004, at the Chapter meeting at the Cottage Hospital Dining Room in Santa Barbara,

For our contest, we will display an 8.5" x 11" copy. We will only require the poster sized (17" x 22") for the four best in each category:

\* Contemporaneous Design already published and in use in a security education program; and

\* New Design Created but not yet in use.

Incorporation of the NCMS national or chapter logo is encouraged but not required. Unauthorized use of copyrighted material (including news pictures from commercial companies found on the WWW) is prohibited.

Deadline for the late submissions is close of business on Tuesday, April 20, 2004. If you have a poster you haven't already given me, get it to me *now!*

### ***NCMS Professional Certification***

Interested in the new "Industrial Security Professional" certification that NCMS is launching in the near future? You have two places you can go:

First, briefing slides have been posted on the web site for the 2004 National Training Seminar in Reno, NV. The URL is: [http://ncms-seminar.usurf.usu.edu/certification/0303-isp-briefinga\\_files/frame.htm](http://ncms-seminar.usurf.usu.edu/certification/0303-isp-briefinga_files/frame.htm)

Second, in case you missed it, we posted the excellent article that Diane Raynor wrote for one of our newsletters. That one is at:

<http://members.impulse.net/~sate/certncms01.html>.

### ***Web Site Hits***

Our web site passed the 60,000 mark on 2/26/2004!

### ***Membership News***

Cheryl Pelton  
Sonatech, Inc., Goleta, CA

### ***A Fond Farewell***

The Chapter is sad to learn that as of April 2 Chris DeGalan, Anteon Corp FSO has moved with her husband. Our loss is Albuquerque, NM's gain however. They have purchased a beautiful house that looks out across the entire city all the way to the Sandia Mountains. While he likes to call it "semi-retirement", she has indicated that she will be looking for a job as soon as she gets settled. She said that she is really looking forward to a change of scene, as well as the lower prices!

She specifically thanked Bill for all of his informative e-mails and thanked us for the great annual seminars Channel Islands and VSAC have put on.

### ***Professional Opportunities***

David Schuessler  
30<sup>th</sup> SFS/SFA, Vandenberg AFB, CA

The following information is from Walt Baaden regarding job openings at Raytheon, El Segundo. If you are interested or if you know anyone who might be interested, please contact Walter Baaden, Executive Search Consultant for Raytheon at 310.371.5943 or [awbaaden@earthlink.net](mailto:awbaaden@earthlink.net). Job Title: Industrial Security Specialist 2  
Raytheon, El Segundo

**Job Description:**

Primary responsibilities will be to ensure compliance with applicable government and company security regulations regarding protection of classified and company information systems. Duties will include the development of information systems security plans and procedures, system security reviews, security education for system administrators and users, and investigation/mitigation of security violations involving information systems.

**Security Clearance:**

SSBI – Existing clearance required.  
Positions at Raytheon may require U.S. citizenship for purposes of obtaining clearances. Additional clearances may also be required from the DoD.

**The ideal candidate will possess:**

**Required Skills:** This position requires a good working knowledge of Information Systems Security and the NISPOM and DCID 6/3 information system security requirements. The selected applicant will focus on customer service; be a team player; possess strong verbal and written communication skills, and be knowledgeable of, and proficient with, information systems security concepts and methods.

**Desired Skills:** Knowledge of one or more operating systems and their security features. System auditing and Computer Forensic skills a plus.

**Minimum Degree:** B.A.

**Majors:** Computer Information Systems  
Experience can substitute for educational requirements.

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**Job Title:** Industrial Security Specialist 2  
Raytheon, El Segundo

**Job Description:**

Primary responsibilities will be to assist the Raytheon COMSEC Custodian with the normal operations on a large COMSEC Account. Duties include the receipt, custody, safeguarding, and accounting of classified and unclassified controlled cryptographic items. Candidate will be responsible for the maintenance of records and submission of all required accounting reports utilizing the Distribution INFOSEC Accounting System (DIAS).

**Security Clearance:**

SSBI – Existing clearance required

Positions at Raytheon may require U.S. citizenship for purposes of obtaining clearances. Additional Clearances may also be required from the DoD.

**The ideal candidate will possess:**

**Required Skills:** Position requires a good working knowledge of day-to-day operations of a COMSEC Account. The candidate must have completed the National Security Agency (NSA) COMSEC Custodian training program. The position requires a self-starter, detail oriented, multi-tasking individual, who has strong verbal and written communications skills, and is able to interface with all levels of management.

**Desired Skills:** Hands on installation, maintenance and troubleshooting experience on Secure Telephone Units (STU III) and/or STE's. Network Encryption Systems (NES) Installation and Maintenance Certification.

**Minimum Degree:** B.A.

**Majors:** Computer Information Systems  
Experience can substitute for educational requirements.

The following information is from Dean Messeri, Raytheon Company, El Segundo

**Requisition Number:** GD-736378 (Open)

**Job Title:** Sr. Industrial Security Specialist

**Salary Grade:** A03

**Display Title:** Sr. Info System Security Specialist

**Job Type:** Full-Time

**Experience:** 4-6 years

**Job Location:** Raytheon Company, El Segundo, CA (Relocation included)

**Job Description:**

Position is primarily responsible for the development and administration of information systems security procedures for Raytheon customer information systems and networks supporting DoD/SAR/Special programs. The candidate will be responsible for systems compliance auditing, security plan development, performing self inspections and developing and implementing information system security education and awareness. The position requires interaction with government agencies to obtain rulings, interpretations, and acceptable deviations for compliance with regulations. Prepare documentation, including Information Security Plans, outlining regulations and establishing information system security policy. Investigates infor-

mation system security violations and prepares reports specifying corrective actions for the current situation and preventative actions to be taken for the future.

**Security Clearance:**

Top Secret – Existing clearance required  
Positions at Raytheon may require U.S. citizenship for purposes of obtaining clearances. Additional clearances may also be required.

**The ideal candidate will possess:**

**Required Skills:** Thorough understanding of NISPOM and/or DCID 6/3 requirements, experience developing IS security plans, policy and procedures, ability to work well with people, excellent oral and written communication and time management skills.

**Desired Skills:** Knowledge in UNIX, WIN/NT/2000 or similar operating systems. IS Security knowledge in system auditing. Knowledge of computer forensics tools and investigative methodology.

**Minimum Degree:** B.A.

**Majors:** Computer Information Systems  
Experience can substitute for educational requirements.

**Hiring Supervisor:** Dean Messeri

**Email Address:** [Dean\\_J\\_Messeri@raytheon.com](mailto:Dean_J_Messeri@raytheon.com)

**Phone:** (310) 647.8768

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The following information is from Don Voss, Lockheed Martin and NCMS So. California Chapter member:

Lockheed Martin Aeronautics Palmdale currently has openings within our Program Security organization for highly motivated individuals. Anyone who is interested should visit our website at:

<http://Impople.external.lmco.com/careers/search.asp>.

Once there, select the job type as “Security” and the Business Unit as Aeronautics. Be sure to select “all open positions”. We currently have three requisitions open: 281413, 243720, and 280310. We will be opening a couple more shortly.

While applying on-line is required, applicants may send a copy of their resumes to me at:

[don.voss@lmco.com](mailto:don.voss@lmco.com).

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## ***Reminders***

The NCMS National Training Seminar is scheduled for June 15 – 17, 2004 in Reno, NV. The following URL will take you to the web site for the seminar: <http://ncms-seminar.usurf.usu.edu/>.

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## ***State of DSS***

William L Uttenweiler

The Aerospace Corporation, Vandenberg AFB, CA

The Defense Security Service (DSS) is continuing to transform itself to respond to a challenging environment. That was the message delivered by David P. Hopkins, DSS Regional Director, and John J. Whitecotton, DSS Deputy Field Director for Industrial Security. The two men drove from Long Beach CA to speak to joint meetings of the NCMS Channel Islands Chapter and the Vandenberg Security Awareness Council, on January 21, 2004 at Vandenberg AFB, CA and on January 22, 2004 at Port Huemene, CA.



Left to right Lugdy Cueva, David Hopkins and John Whitecotton

## ***Industrial Security***

Whitecotton highlighted challenges in the industrial area. He said that DSS has been able to grant Interim Security clearances within three working days over 90% of the time. This has helped put many people to work quickly; however, DSS realizes that some folks cannot function until their final clearances are issued.

DSS is working on an automated systems security plan (SSP) template. This utility will enable users to answer a series of questions and the software will

select from boilerplate paragraphs (including NISPOM references).

Additionally, Whitecotton revealed that DSS has created a fifth rating for industrial security reviews – “commendable.” This fills a perceived large gap between “outstanding” and “satisfactory.”

Finally, Whitecotton urged the companies to take part in the annual industrial security requirements survey. This is critical for DSS to forecast workloads and budget for the funds needed to complete the tasks. Some of the current backlog has been because the requirements for clearances and investigations were underestimated.

### *Personnel Security*

Hopkins focused on personnel security issues, sharing briefing slides from the office of the Under Secretary of Defense for Intelligence. He said that the transfer of the personnel security investigation (PSI) function to the Office of Personnel Management (OPM) had not taken place on October 1, 2003, as many had expected. The Congressional language said that OPM “may” accept the complete function (mission, staff, facilities, other resources, etc) but did not mandate it. Because of the complexity of the issue, OPM has not yet agreed formally to accept the function. Some highlights of his briefing follow.

The DSS special agents have stayed busy. Their mission has been to “Close! Close! Close!” old cases. They have made great strides in this effort. All cases received by DISCO prior to the end of FY03 have been opened and assigned to field agents (either DSS staff or contract investigators.)

FY04 cases are another story. There have been several issues that have temporarily built a backlog of investigations. When industry sends a new request for investigation to DISCO, DSS prints the EPSQ and holds it until both the signed release and the fingerprint cards have arrived. The cases are then forwarded to OPM as a reimbursable request. OPM recently began sending some of the FY04 requests for investigation back to DSS. The plan is that when the DSS agents are trained on the OPM system, they will begin this work.

Another issue is that the DSS agents cannot start working on the cases from OPM until they are trained on the OPM system, PIPS (Personnel Investigations Processing System). DSS supervisors have

already completed that training, and DSS field agents have been scheduled to begin in early February 2004. As a result, by the publication date, the agents should be working on the backlog of FY04 cases.

OPM is doing an excellent job in closing the “35 day” cases on time. Expedited cases include a surcharge. DSS will continue to reimburse OPM for investigations for industry. OPM conducts investigations for other non-DoD federal agencies. At times priorities compete.

The end-to-end examination of the entire personnel security process has allowed DSS to pinpoint a number of areas for improvement. For example, DSS has discovered there are fewer trained investigators available than previously thought—perhaps only half as many as needed. This is because in the past, no one knew how many of the “contractor” agents were counted by multiple agencies (OPM, DSS, FBI, etc.).

Another issue concerns adjudicative resources. DoD adjudicative authorities will collaborate on augmentation and administrative functions.

DOHA, the Defense Office of Hearings & Appeals, continues to make strides on its backlog of cases. While DISCO grants clearances based on favorable investigations, DOHA must review cases with “issues” to either grant or deny the clearance. A change in adjudicative standards led to an influx of cases to DOHA. Additional staff have been hired and trained so hopefully cases will be heard more quickly. Anyone with a question for DOHA should call that agency at: 1-866-231-3153.



Pictured left to right Lugdy Cueva, John Whitecotton, David Hopkins, and David Schuessler in front of the Pacific Coast Club

## *Elected Officers*

**Chapter Chair**                      **Lugdy Cueva**  
Lockheed Martin Technical Operations  
Tel: 805.606.5989  
[lugdy.m.cueva@lmco.com](mailto:lugdy.m.cueva@lmco.com)

**Vice Chair**                              **Sandra McKenzie**  
Jacobs Sverdrup  
Tel: 805.383.2689  
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**Secretary**                              **Cheryl Pelton**  
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**Treasurer**                              **Todd Still**  
Raytheon  
Tel: 805.879.2934  
[tostill@yahoo.com](mailto:tostill@yahoo.com)

## *Volunteer Executive Committee*

Liaison with National Board of Directors	Dianne Raynor
Past Chapter Chair	Bill Uttenweiler
Audit	Todd Still
Badges & Raffle	
Education & Training	Bill Uttenweiler
Membership, Telephone	Cheryl Pelton
Newsletter	Sue Freer
Nominations	Judy Smith
Placement	David Schuessler

## *19 Years of Excellence Our Chapter Chairs*

<b>Organizer:</b>	<b>Willis Wolfe</b>
1985-1988	J. Brinn McKone
1988-1989	Donna Hahn
1989-1990	J. Brinn McKone
1990-1991	Judy Smith
1991-1993	Todd Still
1993-1994	Kristine Fritz
1994-1996	Cheryl Pelton
1996-1997	Allan Johnson
1997-1998	Dotti Bitner
1998-1999	Doris Inks
1999-2001	Dotti Bitner
2001-2003	Bill Uttenweiler
2004-Present	Lugdy Cueva

## *General Information*

**Santa Barbara Chapter ASIS**, 4<sup>th</sup> Wednesday of the month. Contact: Cheryl Pelton, 805.690.5431

**VSAC**, 3<sup>rd</sup> Thursday of the month @ 11 AM, Bldg. 9325 unless otherwise notified. Contact: Dave Schuessler, 805.605.0766

**FSO Quarterly Meeting**, 10:30 AM, Pacific Coast Club. Contact: Dave Schuessler, 805.605.0766

**Greater LA ISAC**, Mardell Dahl, 310.516.7080, ext. 16

## *Professional Opportunities*

**April 13 – 15, 2004: DSSA FSO Program Management Course**, Vandenberg AFB, CA. Contact: David Schuessler, 805.605.0766.

**April 28, 2004: Joint NCMS/ASIS Meeting**, Cottage Hospital, Rooms C&D, Santa Barbara. Speaker: TBD, topic: Gangs. Contact: Jerry Johnson, 805.569.8289.

**June 15 – 17, 2004: NCMS National Training Seminar**, Reno, NV. Contact: web site at <http://www.classmgmt.com>.

**October 2004: NCMS/VSAC 2002 Fall Security Seminar**, Port Hueneme, CA. Contact: Judy Smith, 805.989.7859



Chapter of Excellence

If you have comments or suggestions about your newsletter please contact your Chapter Chair at: [lugdy.m.cueva@lmco.com](mailto:lugdy.m.cueva@lmco.com) or the newsletter editor at: [sue.freer@ngc.com](mailto:sue.freer@ngc.com).