



COMSEC ACCOUNTS

Presented by:
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AGENDA:

- Type of COMSEC Account
- DD Form 254
- Requesting a COMSEC Account
- Nominating COMSEC Custodian
- Custodial Training
- Inventory Management
 - DIAS 6.4
- NSA Visits (Audits)
- Standard Operating Procedure
- COMSEC EAP



DISCLAIMER:

- Does not, in any way, shape or form, serve as formal certification for COMSEC Custodians.
- You MUST still attend the IAEC-2112 Custodial Training Course.

(This briefing void where prohibited by law.)



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APPLICABLE DOCUMENTATION

- **NSA/CSS POLICY MANUAL 3-16, August 2005
(Control of Communications Security (COMSEC) Material)**
- **NISPOM, February 28, 2006
(Chapter 9, Section 4, Communications Security (COMSEC))**
- **DIAS, Version 6.4**



Types of COMSEC Accounts

- Traditional Account
- Seed Key-Only COMSEC Account (SOCA)
 - (aka STU-III-Only COMSEC Account)



TRADITIONAL ACCOUNTS:

- Contractor facility that is required to hold and/or produce classified COMSEC material accountable within the CMCS.
 - Usually bigger accounts
 - Inventory contains various CCI equipment
 - AN/CYZ-10, KG-194, KG-235, KG-75-KG-84, KGV-66, KIV-19, KIV-7, KOI-18, KOV-14, STU-III, USKAT-???, USKAU-123, USFZU-456, ETC, ETC, ETC.



SOCA ACCOUNTS:

- Contractor facility holds only CCI products and unclassified KSD-64A, that after key conversion, becomes an unclassified crypto-ignition key (CIK).
 - Usually at smaller facility
 - Inventory only contains STU-IIIs and Key



- DD Form 254:
 - Must require COMSEC Account.
 - Item 11h must be marked “YES”.
 - Usually an “Auditable Item”.

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>				1. CLEARANCE AND SAFEGUARDING	
				a. FACILITY CLEARANCE REQUIRED SECRET	
				b. LEVEL OF SAFEGUARDING REQUIRED SECRET	
2. THIS SPECIFICATION IS FOR: <i>(X and complete as applicable)</i>			3. THIS SPECIFICATION IS: <i>(X and complete as applicable)</i>		
<input checked="" type="checkbox"/>	a. PRIME CONTRACT NUMBER		<input checked="" type="checkbox"/>	a. ORIGINAL <i>(Complete date in all cases)</i>	Date (YYMMDD) 2005/04/21
	b. SUBCONTRACT NUMBER			b. REVISED <i>(Supersedes all previous specs)</i>	Revision No. Date (YYMMDD)
	c. SOLICITATION OR OTHER NUMBER	Due Date (YYMMDD)		c. FINAL <i>(Complete Item 5 in all cases)</i>	Date (YYMMDD)
4. IS THIS A FOLLOW-ON CONTRACT? <input type="checkbox"/> YES <input type="checkbox"/> NO If Yes, complete the following: Classified material received or generated under _____ (Preceding Contract Number) is transferred to this follow-on contract.					
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input type="checkbox"/> NO If Yes, complete the following: In response to the contractor's request dated _____ retention of the identified classified material is authorized for the period of _____					
6. CONTRACTOR <i>(Include Commercial and Government Entity (CAGE) Code)</i>					
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, address and Zip Code)</i>		
JSAC WIDGET COMPANY 100 LBJ FREEWAY DALLAS, TX		123XYZ	Defense Investigative Service, Central Region Southwest Sector 106 Decker Court, Suite 200 Irving, TX 75062-2795		
7. SUBCONTRACTOR					
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, address and Zip Code)</i>		
			Defense Investigative Service, Northeast Region New England Sector Barnes Building 1040 495 Summer Street Boston, MA 02210-4914		
8. ACTUAL PERFORMANCE					
c. COGNIZANT SECURITY OFFICE <i>(Name, address and Zip Code)</i>		b. CAGE CODE			
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT					
SUPPORT TO JSAC TRAINING SEMINAR					
10. THIS CONTRACT WILL REQUIRE ACCESS TO:				YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION					X
b. RESTRICTED DATA					X
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION					X
d. FORMERLY RESTRICTED DATA					X
e. INTELLIGENCE INFORMATION:					
(1) Sensitive Compartmented Information (SCI)					X
(2) Non-SCI					X
f. SPECIAL ACCESS INFORMATION					X
g. NATO INFORMATION					X
h. FOREIGN GOVERNMENT INFORMATION					X
i. LIMITED DISSEMINATION INFORMATION					X
j. FOR OFFICIAL USE ONLY INFORMATION					X
k. OTHER <i>(Specify)</i>					X
11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:				YES	NO
a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY				X	
b. RECEIVE CLASSIFIED DOCUMENTS ONLY.					X
c. RECEIVE AND GENERATE CLASSIFIED MATERIAL					X
d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE					X
e. PERFORM SERVICES ONLY					X
f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES					X
g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER					X
h. REQUIRE A COMSEC ACCOUNT				X	
i. HAVE TEMPEST REQUIREMENTS					X
j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS					X
k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE					X
l. OTHER <i>(Specify)</i>					X
See Item 13					



COMSEC CUSTODIAN:

- FSO nominates a COMSEC Custodian.
 - Nomination submitted to NSA/COR
 - Must satisfy PCL requirements of NISPOM
 - Final Secret or Top Secret Clearance
 - Nominated individual must meet criteria outlined in section 15 of NSA/CSS 3-16
 - Written approval received from NSA/COR



Custodian (Con't)

- Individual selected:
 - Responsible to assume duties and responsibilities of a COMSEC Custodian.
 - In a position of authority which will permit them to exercise proper jurisdiction in fulfilling their responsibilities.
 - Have not been previously relieved of COMSEC duties.
 - In a position which will permit tenure as a COMSEC Custodian.
 - Will not be assigned duties that will interfere with their COMSEC duties.
 - Are actually performing the custodial function on a day-to-day basis.



.My Mother taught me HUMOR.

"When that lawn mower cuts off your toes, don't come running to me."



CUSTODIAN TRAINING:

- Attend IAEC-2112 Training within 6-months of appointment.
 - Register on-line at:
 - www.ccmit.org



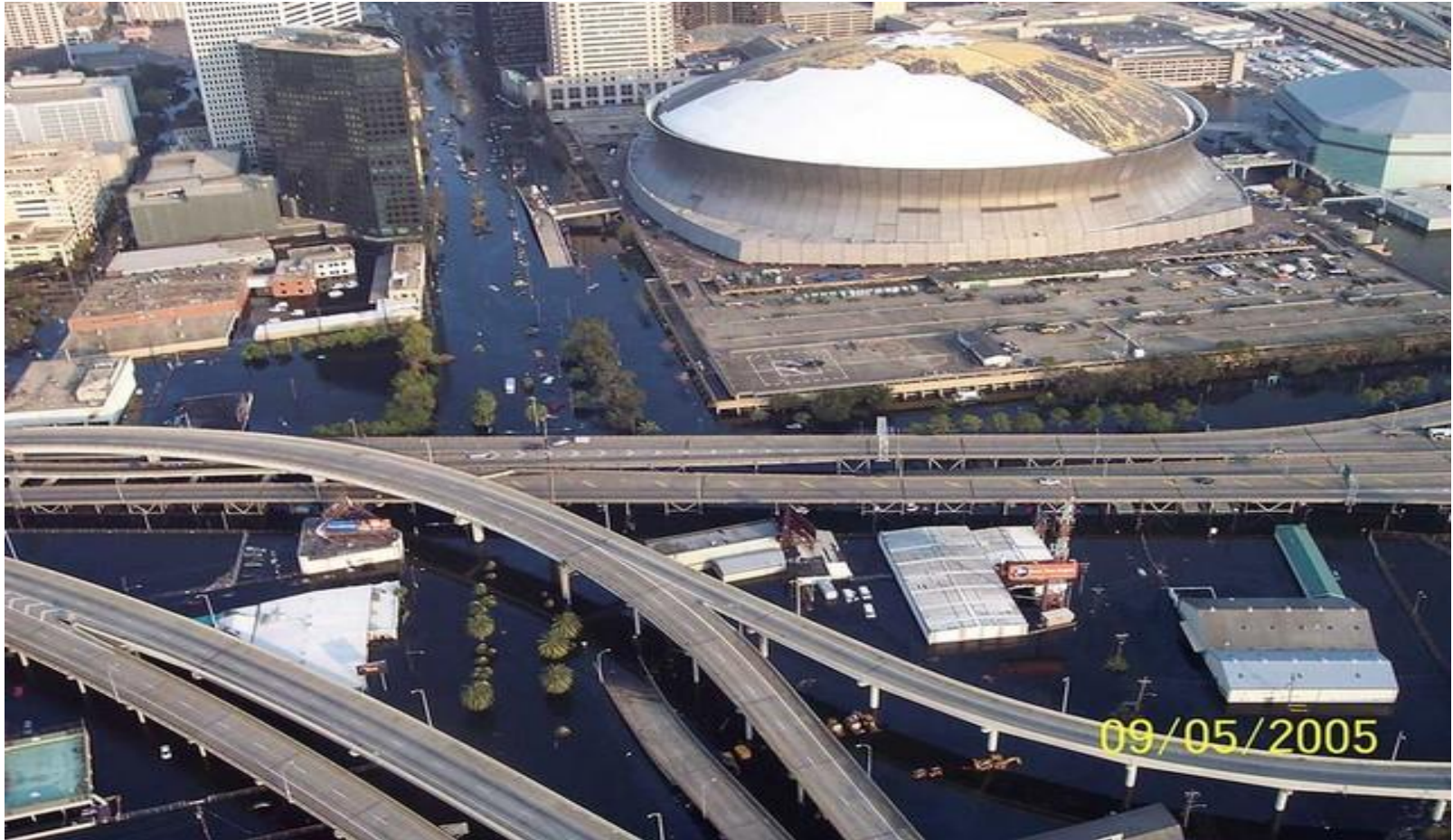
32nd Annual COMSEC Managers' Conference



- Location: Disney's Coronado Springs Resort. Orlando, FL
- Hotel: [Disney Coronado Springs Resort - Florida](#)
- Conference Dates: August 21 - 24, 2006
- Conference Fee: Free

2005 COMSEC MGR'S CONFERENCE

August 21-24, 2005



LOOK WHAT HAPPENED!!



INVENTORY MANAGEMENT:

- Distributed INFOSEC Accounting System (DIAS).
 - Very user friendly (Version 6.4)
 - Efficient management of COMSEC inventory.
 - Prepares forms and reports.
 - Software provided at “No Cost” by NSA.
- Locally developed software approved by NSA.
- Manual Records not routinely approved.
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- Traditional/SOCA ▶
- In-Process ▶
- Received Hand Receipt ▶
- Key Ordering ▶
- Transfer ▶
- Possession... ▶
- Destruction... ▶
- Key Conversion... ▶
- Hand Receipt ▶
- Issue to User... ▶
- Correct/Resume... ▶
- Void Transaction... ▶
- Reconciliation ▶
- Official Inventory... ▶
- New Custodian ▶
- Modify ▶



Taskbar area showing icons for:

- openit.bat
- File0060.pdf
- Best Home improvem...
- File0063.jpg
- CGS_DIS14...
- CGS Layout.ppt



My Mother taught me about TIME TRAVEL..

"If you don't straighten up, I'm going to knock you into the middle of next week!"



STAFF ASSISTANCE VISITS





SAV (Con't)

- Should have following available for review:
 - Appointment Letters
 - FSO
 - Custodian and Alternate Custodian
 - Background Investigations
 - Review COMSEC & Crypto Access Briefings



SAV (Con't)

- Review COMSEC SOP, EAP & STU-III Guide
- Review SF-153s
- Review local & remote Hand Receipts
- Review Protective Technology Procedures
- Conduct 100 percent sighting of inventory



Standard Operating Procedure

- SOP should include:
 - How you control COMSEC material at the local level.
 - Local responsibilities.
 - FSO
 - Custodian
 - Alternate Custodian
 - Users



SOP (Con't)

- Required Briefings
 - COMSEC
 - Crypto
- Account Management Software
 - DIAS
 - Locally developed (Approved by NSA)
- Applicable References
- Anything you deem applicable to your SOP.



Emergency Action Plan (EAP)

- EAP should include:
 - Procedure for receiving first responders (police, fire fighters, paramedics & HAZMAT crews).
 - Fire reporting & initial fire fighting.
 - On-the-scene responsibilities.
 - Securing or removing classified COMSEC.
 - Protection of materials from responders.



EAP (Con't)

- Assessment & reporting of probable exposure.
- Alternate COMSEC storage locations.
- Post-emergency inventory.
- Post-emergency reports to NSA/I5131 (COR) and NSA/1A (Insecurities).



My mother taught me the CIRCLE OF LIFE.

"I brought you into this world, and I can take you out."

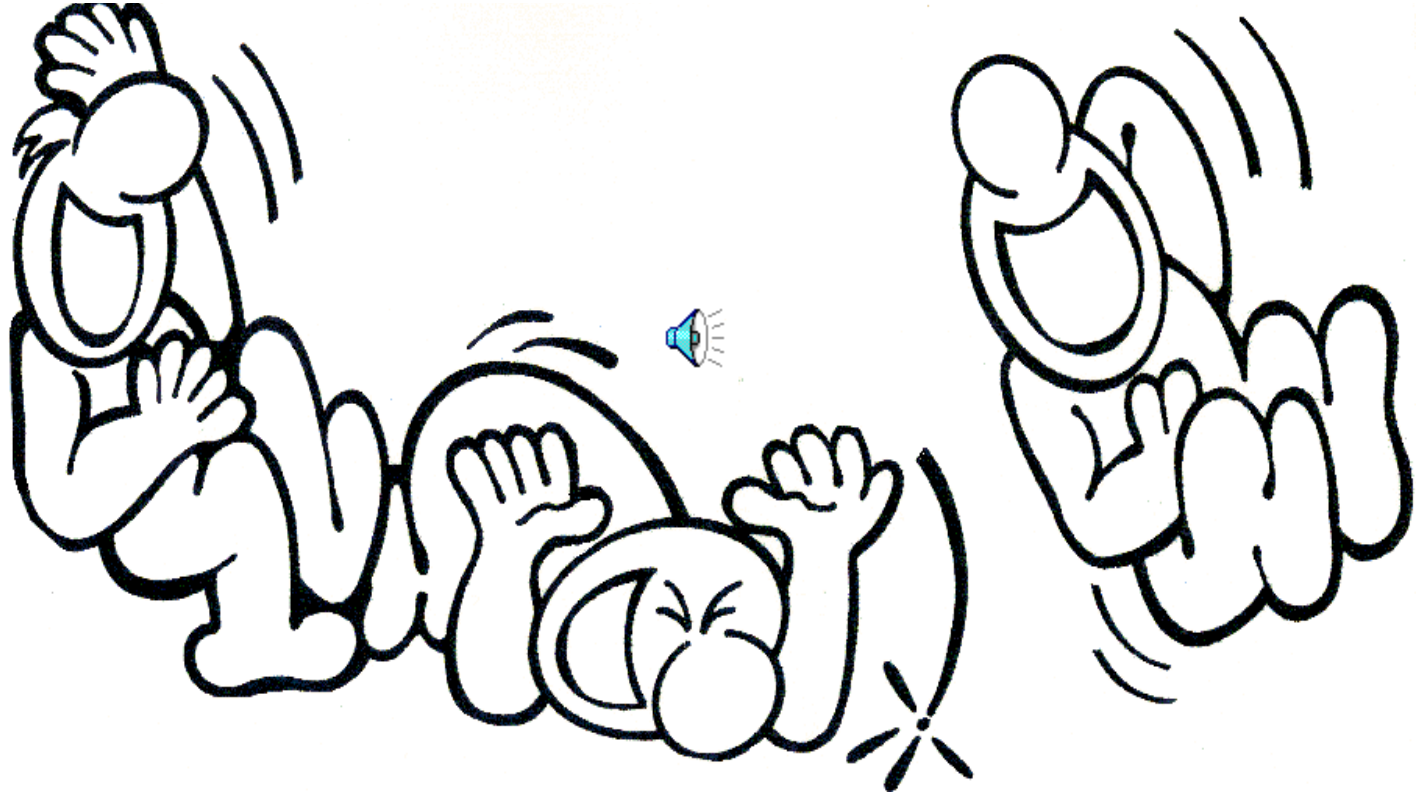
And my favorite:

My mother taught me about JUSTICE.

"One day you'll have kids, and I hope they turn out just like you."



THAT CONCLUDES MY BRIEFING . . .



??? ANY QUESTIONS ???