



Security Working Group

SECURITY WORKING GROUP

Meeting Minutes - December 12-13, 2007

The EFCOG Security Working Group (SWG) was hosted by B&W Pantex, on December 12th and 13th, 2007 at Amarillo, Texas. The purpose of the meeting was to discuss two major topics of the SWG: Security Metrics and Protective Force Injuries along with other issues.

The agenda for the meeting is attached. (Att1)

The meeting was attended by 18 attendees representing 10 different sites and the DOE. An attendee list is attached. (Att2) The next tentatively scheduled meeting is April 2008 jointly with the Safety & Security Regulatory Working Group hosted by Nevada Test Site. All are requested to attend the annual EFCOG meeting scheduled for March 2008.

Dr. Reuben McGilvary, the B&W Pantex host, welcomed the SWG to Amarillo, Texas. The SWG thanked both Dr. McGilvary and Peggy Finney for their hard work in preparing for the meeting.

Mr. Jim Mulkey, Chair EFCOG SWG, discussed preparing for the WEB site, the next meetings, preparing for the EFCOG Annual Report, Succession Planning, working with the Safety & Security Regulatory Working Group on 824/PAAA and development of a Material Control & Accountability (MC&A) Subgroup. Mr. Mulkey plans to solicit EFCOG members for participation in an EFCOG Security Working Group MC&A Subgroup. He discussed that the EFCOG Security Working group would have three major themes which are: Physical Security, Cyber Security, and MC&A. The MC&A Subcommittee would develop "Best Practices" from across the complex for such items as MC&A Technologies, Waste vs. Accountability, Hold-up Measurements, Nuclear Material Accountability Systems, etc.

Major topics covered were Security Metrics and Protective Forces Injury Rate. The Security Working Group is developing "White Papers" for these two topics which are to be shared across the complex when completed. The SWG is following the SWG "EFCOG White Paper" development process (see below) for each of these White Papers.

Mr. Chuck Selman, Manager, Quality & Performance Analysis Department, WSI Savannah River Site, gave a brief on the path forward of the development of a white paper for "Protective Force Injuries". The brief is attached. (Att3) Mr.



Security Working Group

Selman discussed the information for Dr. Larry Brede, Senior VP & Executive General Manager, WSI who is the Task Leader for the SWG Security Protective Force Injuries work scope. Mr. Steve Prevette, Statistician, Fluor Hanford, reviewed his analysis of the CAIRS data for Mr. Selman and Dr. Brede for inclusion in their report. The SWG requested that the CAIRS data be reviewed between the years "2000 to the 2nd Quarter 2007". The analysis is attached. (Att4)

Discussions of the Protective Force Injuries were: compare the Protective Force Injuries to Operations Injuries, injuries related to age, types of injuries, and comparison between Government Owned/Contractor Operated facilities. Mr. Selman was reminded to solicit comments from others within the Security Working Group. After the group comments are incorporated, the report should be reviewed with Mr. Mulkey and Judy Johns, Physical Security Subgroup Chair and then prepare a presentation for the March EFCOG annual meeting. Plans are to develop the "White Paper" report from the presented slides.

Mr. Joe Riddle discussed the development of a flow chart to represent the recommended methods of having Security, Technical, and Corporate releases of the information gathered by the SWG prior to posting any information on the WEB site. Also, Mr. Riddle discussed that he would develop a flow chart to represent the method of establishing a "Sub-Committee Charter" within the SWG. Mr. Riddle stated that he has developed a draft Cyber Security charter that is being reviewed by Mr. Mulkey and Mr. Bebon. Mr. Riddle will be requesting members for the Cyber Security Sub-Committee when the Chart is approved via members of the EFCOG SWG.

Mr. Steve Crowe, DOE/HQ Office of Health, Safety, & Security (HSS), Acting Director Office of Security Enforcement; was in attendance. Mr. Crowe said that Mr. Arnold Guevara was at LLNL and he regretted not being able to attend. Mr. Crowe requested the SWG to watch for WEB site releases and posted Lessons Learned. Mr. Crowe discussed enforcement at LANL and that negotiations over the penalties were still ongoing. Mr. Crowe stated that he would talk about the enforcement at LANL after closure of their issues. As for Enforcement, Mr. Crowe gave these recommendations: Take your Self-Assessments seriously, have a peer review process, and use Inspection Guides for assessments. He stated the Inspections Guides were available on the WEB site. As for 825, 851, & 824 enforcement actions will be treated the same. Increased staffing at HSS for his organization has been authorized and Karen Zimmerman was coming on board along with an additional DOE person and an additional Contractor. Four program reviews are coming out which were Sandia, LLNL, SRS, and he thought Pantex.



Security Working Group

Dr. Reuben McGilvary, Chairman Security Metrics Subgroup, gave a brief on "Security Metrics". The brief is attached. (Att5) Mr. McGilvary had formally requested sites to send information about their Security Metrics which has been included in his analysis. Dr. McGilvary stated that he recommended that the SWG concentrate on the 4 IR metrics. After review of his slides the SWG agreed to proceed with his recommendation. Dr. McGilvary will prepare a briefing for the DOE and a presentation to the EFCOG Annual Meeting, March 2008.

Mr. Jeff Jay and Mr. Isaac Simmons gave talks on "Human Performance" (Att6&7) and "Security Culture". (Att8). This material is in preparation for issuing a "Security Culture" White Paper and providing insight to the development of Security Metrics. Mr. Jay and Mr. Simmons was request to draft a Task Charter for the "Security Culture" and forward it to Mr. Mulkey and Ms. Johns.

Mr. Joe Riddle, Security Working Group Secretary discussed the WEB site at <http://www.efcog.org/wg/sc/index.htm>. Mr. Riddle stated that he would post on the WEB site information on: past meeting minutes, member contacts, past documents, meeting schedules, action items, and products produced (White Papers). Mr. Riddle reviewed that he would follow the recommended flow chart for document/information development to help decide when to place something on the WEB site. This process would include some kind of Technical/Operations Security review.

Mr. Riddle stated that the next meetings locations are:
January 15, 2008 Briefing at HQ, Draft Security Metrics – (McGilvary, Mulkey, and Johns)
March 2008 Washington, DC (Annual EFCOG full membership meeting),
April 2008 to be hosted by Nevada Test Site and
June 2008 will be hosted by Brookhaven.

Mr. Riddle reviewed the new and past action items:

New Action Items are:

12/12/07 Action 1 - The SWG requested that the CAIRS data be reviewed between the years "2000 to 2nd Quarter 2007". Assigned: Prevette Due – April 2008.

12/12/07 Action 2 - Develop a flow chart to represent the recommended methods of having Security, Technical, and Corporate documents & information releases to allow posting on the WEB. Assigned: Riddle. Due – April 2008.



Security Working Group

12/12/07 Action 3 - Develop a flow chart to represent the method of establishing a "Sub-Committee Charter". Assigned: Riddle. Due – April 2008.

12/12/07 Action 4 - Prepare a "Security Metrics" briefing for the DOE and a presentation to the EFCOG Annual Meeting, March 2008. Assigned: McGilvary. Due – Feb 2008.

12/12/07 Action 5 - Draft a Task Charter for the "Security Culture" and forward it to Mr. Mulkey. Assigned: Jay & Simmons. Due - April 2008.

Past Action Items Completed:

10/10/07 Action 1 - Formally request other sites to send in their Security Metrics for analysis by the SWG. Completed – McGilvary.

10/10/07 Action 2 - Develop a schedule for the completion of the "SWG Security Metrics White Paper" per SWG White Paper development process. Completed – McGilvary. Expected to make presentation at March 2008 EFCOG Annual Meeting.

10/10/07 Action 6 – Send information to SWG on "Security Culture". Completed: Jay.

10/10/07 Action 7 – Assess data to determine if Security Protective Force injuries are higher than Site/Plant/Facility Operations injuries. Completed: Prevette.

In closing, Mr. Mulkey again thanked Dr. Reuben McGilvary and Peggy Finney of B&W Pantex for hosting this meeting.

Respectively submitted,

F. J. Riddle, Jr.
Secretary
EFCOG Security Working Group



Security Working Group

