



DEFENSE NUCLEAR FACILITIES SAFETY BOARD Washington, D.C. 20004

DIRECTIVE

Subject: DNFSB DIRECTIVE FOR HANDLING CLASSIFIED INFORMATION

Number: D-301-1	Approved: xx/xx/xx	Review: xx/xx/xx	Certified:
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Responsible Office: Office of the General Manager

1. **PURPOSE.** This Directive establishes the Defense Nuclear Facilities Safety Board's (DNFSB) policy with respect to ensuring the protection of all classified information in accordance with Executive Order 13526, *Classified National Security Information* and 32 C.F.R. Part 2001, *Classified National Security Information* and Department of Energy (DOE) Orders.
2. **CANCELLATION.** This Directive cancels AD 301-1, *DNFSB Procedures for Handling Classified Information*, dated May 12, 2000, N-301.1-3, *DNFSB Procedures for Handling Classified Information*, dated May 24, 2016, and *Vault Procedures* dated May 24, 2016.
3. **APPLICABILITY.** This Directive applies to cleared employees.
4. **POLICY.**
 - A. The DNFSB Information Security Program (ISP) is established to protect classified information and implement Executive Order 13526, *Classified National Security Information* and applicable Department of Energy (DOE) Orders¹.
 - B. All procedures, applicable references, controls and measures, responsibilities, and definitions related to the ISP are established in the Information Security Handbook.
 - C. The Information Security Handbook shall be updated annually by OGM. If proposed changes to the Handbook have an impact on the Board's mission or policies, those changes must be approved by the Board.

¹ DOE Orders apply to information classified by DOE under the Atomic Energy Act of 1954. Information in this Directive and any supplementary documents(s) issued under this Directive supersede information covered in DOE Orders. In instances where supplementary document(s) do not cover a topical area, the DOE Orders cited apply.

5. **REQUIREMENTS.**

All cleared employees shall follow the requirements established by National guidelines, applicable DOE Orders and this Directive (including supplementary document(s) issued under this Directive) with regard to the protection of classified information.

6. **RESPONSIBILITIES.**

- A. The Chairman executes the ISP.
- B. The General Manager is the Senior Agency Official for the ISP.
 - i. Develops, maintains and approves the Information Security Handbook.
 - ii. Ensures the Information Security Handbook is updated at least annually.
- C. The Director of Operational Services oversees the implementation of the ISP policies and program objectives.
- D. The Information Security Program Manager executes the day-to-day operations of the ISP.

7. **REFERENCES:**

- A. Executive Order 13526, *Classified National Security Information*.
- B. 32 C.F.R. Part 2001, *Classified National Security Information*.
- C. 42 U.S.C. § 2286, et seq., *Enabling Statute of the Defense Nuclear Facilities Safety Board*
- D. Atomic Energy Act of 1954, as amended; 42 U.S.C. § 2162, *Classification and Declassification of Restricted Data*.
- E. DOE Order 471.6, *Information Security* (as applicable).
- F. DOE Order 475.2B, *Identifying Classified Information* (as applicable).
- G. DOE Order 452.8, *Control of Nuclear Weapon Data (Sigma)* (as applicable).

8. **CONTACT.** Address questions concerning this Notice to the Office of the General Manager.

Sean Sullivan
Chairman

AFFIRMATION OF BOARD VOTING RECORD

SUBJECT: D-301-1, Directive for Handling Classified Information (Infosec Program)

Doc Control#2018-300-003

The Board, with Board Member(s) Sean Sullivan, Bruce Hamilton, Jessie H. Roberson, Daniel J. Santos, Joyce L. Connery *approving*, Board Member(s) none *disapproving*, Board Member(s) none *abstaining*, and Board Member(s) none *not participating*, have voted to approve the above document on November 27, 2017.

The votes were recorded as:

	APRVD	DISAPRVD	ABSTAIN	NOT PARTICIPATING*	COMMENT	DATE
Sean Sullivan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11/27/17
Bruce Hamilton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11/27/17
Jessie H. Roberson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11/27/17
Daniel J. Santos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11/27/17
Joyce L. Connery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11/27/17

*Reason for Not Participating:

This Record contains a summary of voting on this matter together with the individual vote sheets, views and comments of the Board Members.


Assistant Executive Secretary to the Board

Attachments:

1. Voting Summary
2. Board Member Vote Sheets

cc: Board Members
OGC
OGM Records Officer
OTD

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Sean Sullivan

SUBJECT: D-301-1, Directive for Handling Classified Information (Infosec Program)

Doc Control#2018-300-003

Approved X **Disapproved** _____ **Abstain** _____

Recusal – Not Participating _____

COMMENTS: **Below** _____ **Attached** _____ **None** Ø



Sean Sullivan

11/27/17⁸³
Date

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Bruce Hamilton

SUBJECT: D-301-1, Directive for Handling Classified Information (Infosec Program)

Doc Control#2018-300-003

Approved X Disapproved Abstain

Recusal – Not Participating

COMMENTS: Below Attached None X


Bruce Hamilton

27 NOV 2017
Date

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Jessie H. Roberson

SUBJECT: D-301-1, Directive for Handling Classified Information (Infosec Program)

Doc Control#2018-300-003

Approved

Disapproved

Abstain

Recusal - Not Participating

COMMENTS:

Below **Attached**

None



Jessie H. Roberson

Date 11/27/17

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Daniel J. Santos


SUBJECT: D-301-1, Directive for Handling Classified Information (Infosec Program)

Doc Control#2018-300-003

Approved X Disapproved _____ Abstain _____

Recusal – Not Participating _____

COMMENTS: Below _____ Attached _____ None X



Daniel J. Santos

Date 11/27/17

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Joyce L. Connery


SUBJECT: D-301-1, Directive for Handling Classified Information (Infosec Program)


Doc Control#2018-300-003

Approved **Disapproved** **Abstain**

Recusal – Not Participating

COMMENTS: **Below** **Attached** **None**



Joyce L. Connery


Date