



Completing your Annual Security Training

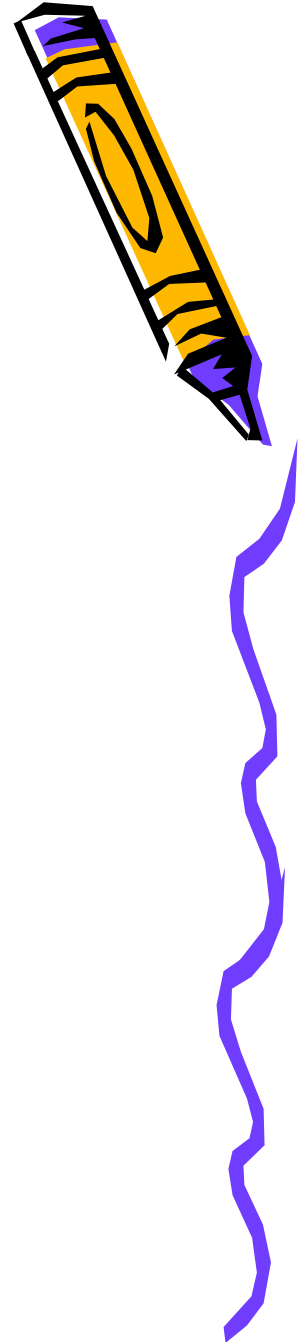
As easy as using crayons in
kindergarten!

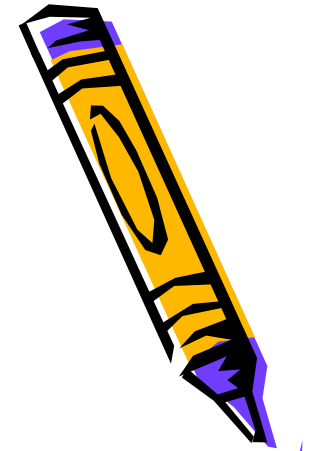
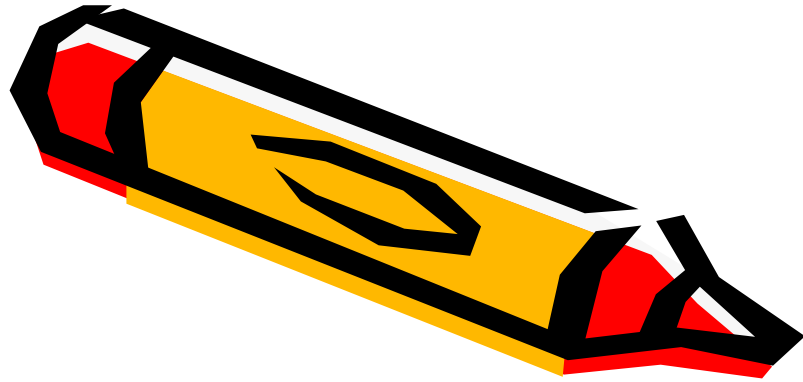


The Topics

The topics in this training are...

- Information Security in General
- Working with Classified Materials
- Export Control
- Summary





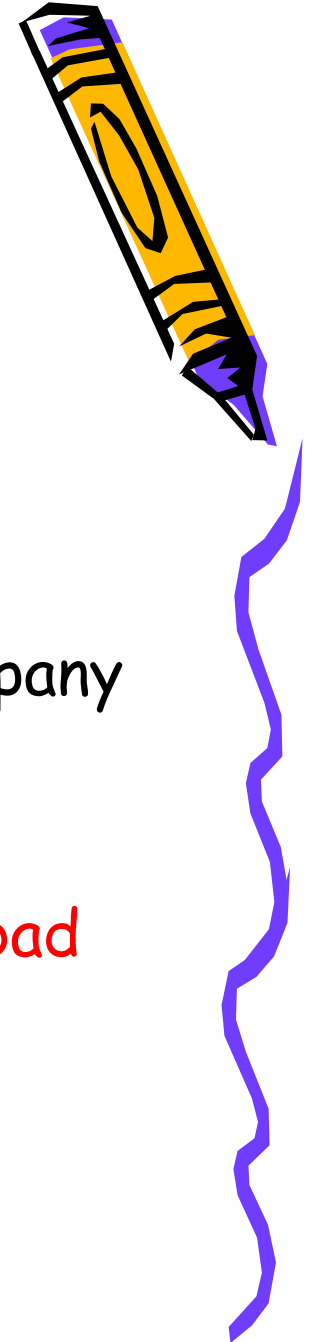
Topic #1

Information Security

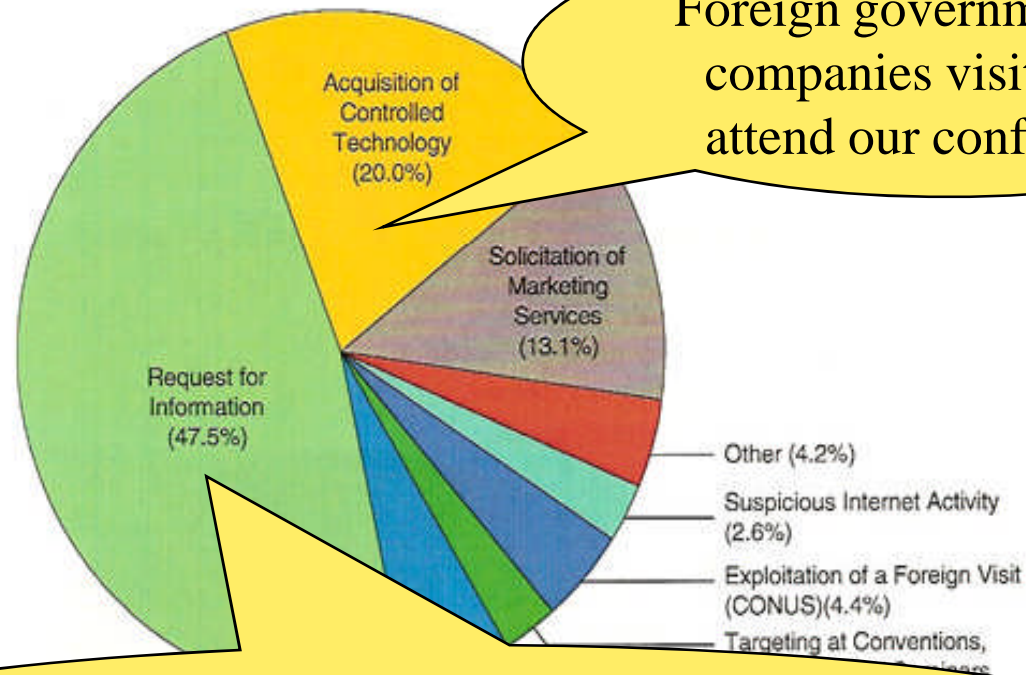


Stop and ask yourself

- What am I working on right now that I think foreign countries and companies, and U.S. competitors want?
- Think that question through. Got the answer? Here is a hint. Do you have any "FOUO", "Company Proprietary", "Competition Sensitive" in your possession? If so, that is information already identified that you need to protect.
- Next are a couple of techniques used by the bad guys.



2 Bad Guy Techniques



Foreign governments and companies visit us and attend our conferences

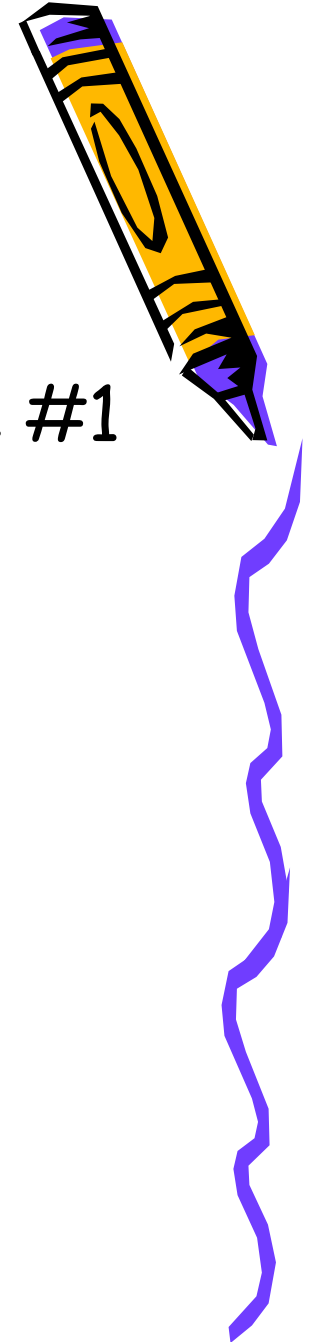
Overt, unsolicited email requests for information are plentiful. Never answer them.



Topic: Information Security

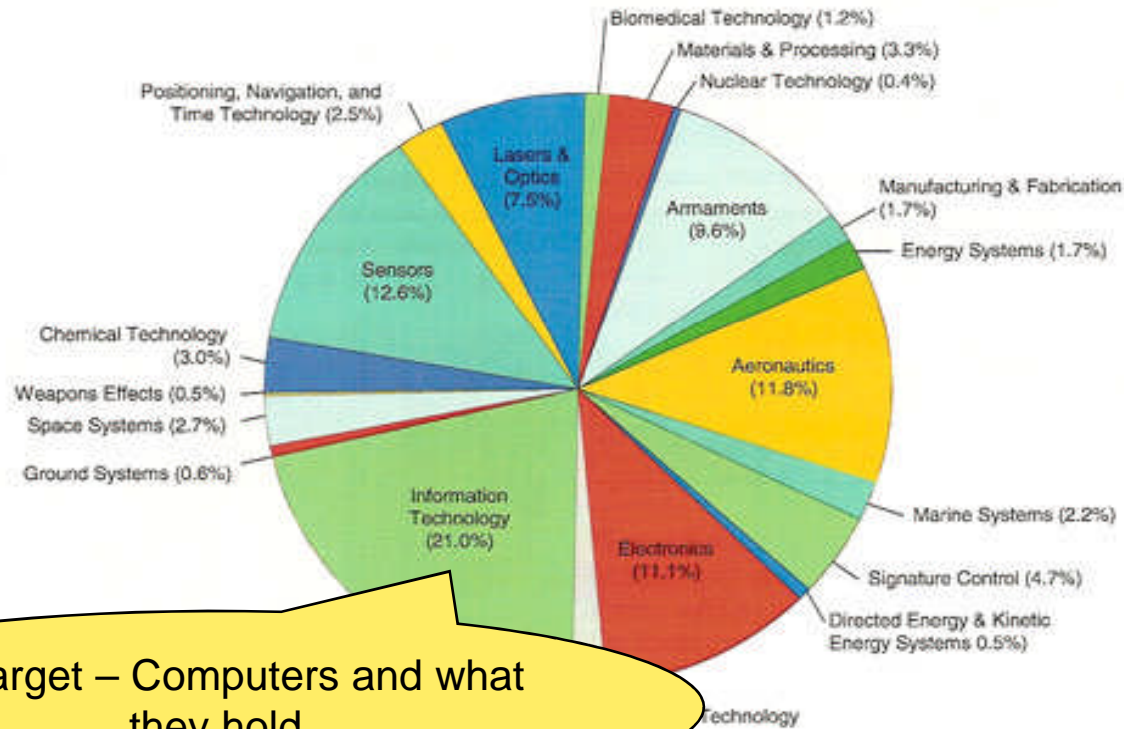
What's their Target?

- Can you guess which technology is the #1 target of our enemies?
- Choices are:
 - Sensors
 - Electronics
 - Information Technology
 - Aeronautics
 - Armaments
 - [Click to see the answer.](#)



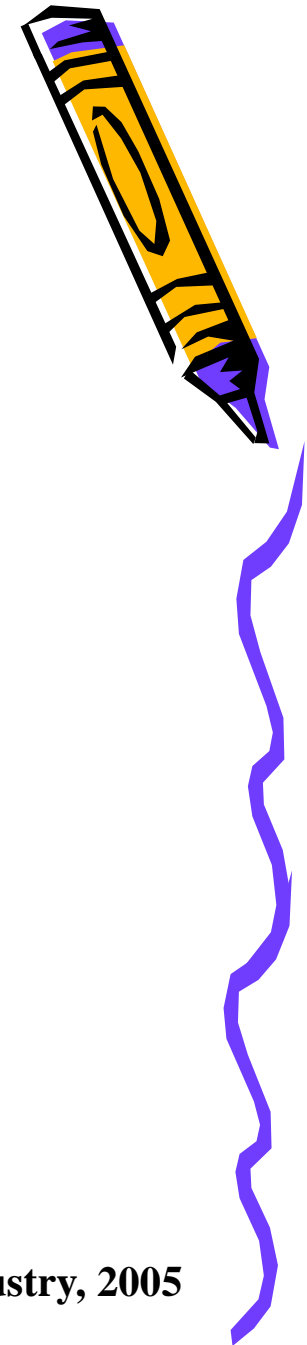
Topic: Information Security

It's the Computers!



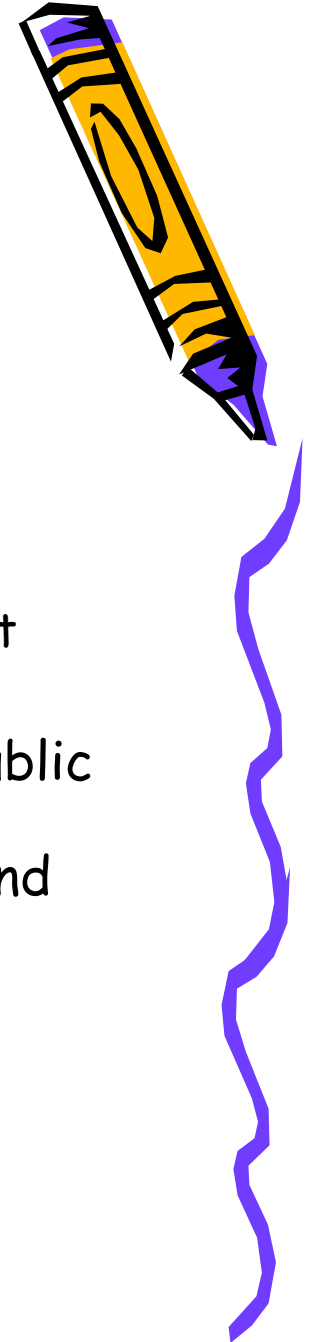
#1 Target – Computers and what they hold

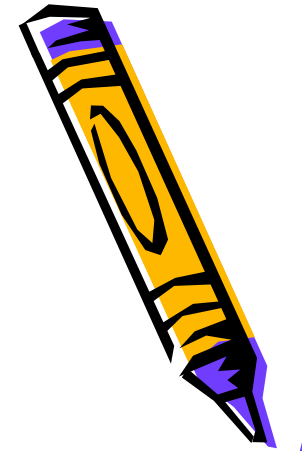
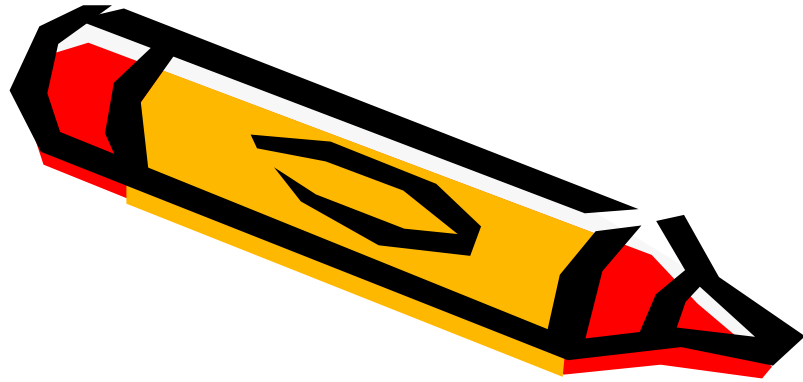
*DSS Tech Collection Trends in the U.S. Defense Industry, 2005



What's your defense?

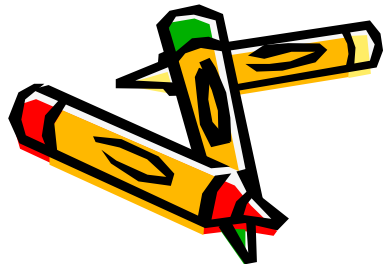
- So what is your best defense against these techniques directed against those targets?
 - Store and handle your information properly
 - Lock it in a desk, file, or room when you aren't present
 - Insure you give it only to those with a need-to-know
 - Carefully review information that will go into the public domain. Make sure you have contractual approval to publish, there is no intellectual property involved, and verify that what you release has no export control restrictions on it.





Topic #2

Working with Classified



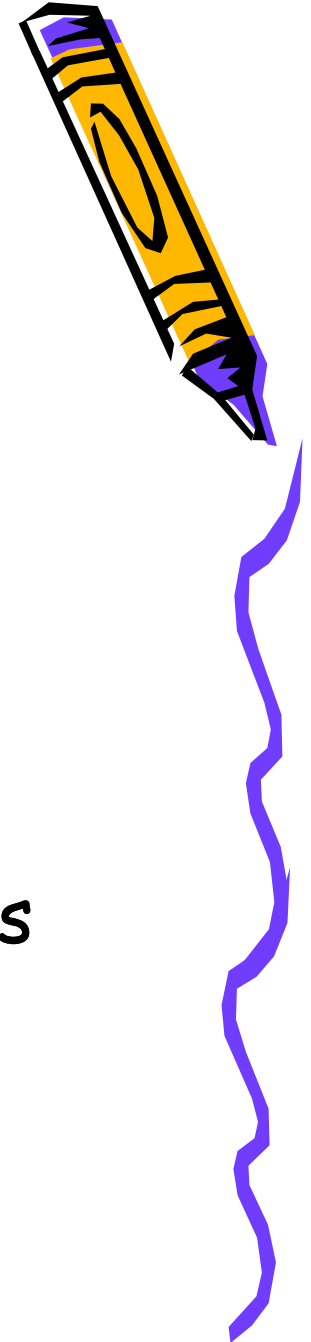
On the Road

- If you travel to another location to access classified information, remember
 - You can't bring it back home with you unless your company can store classified;
 - You have to abide by the hosting companies security program
 - You have to surrender all notes that you took during the classified meeting before you leave. The host's security office will send them to you if your company is approved to store classified).



At Home

- If your company can store classified, remember to store classified in U.S. government approved
 - Safes and Closed areas
 - Only allow others with a security clearance and need-to-know to access classified material in your control



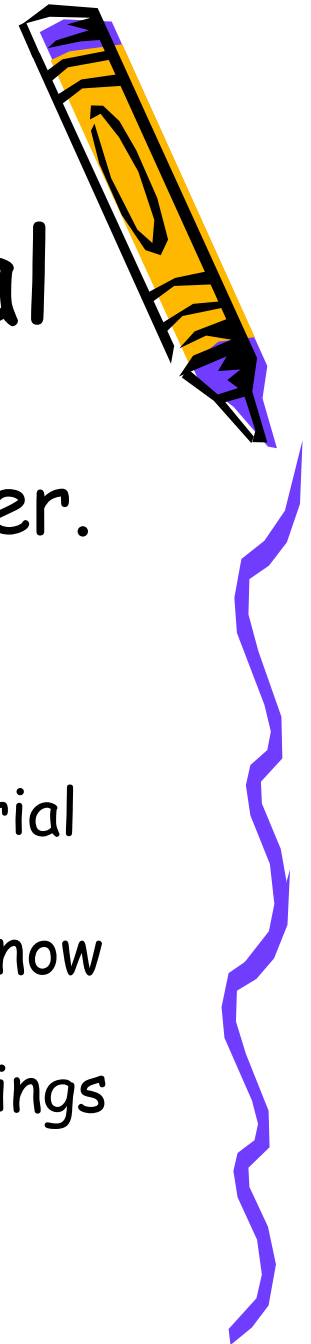
Electronic Media

- Classified information cannot
 - Be placed on unapproved computers (you know an approved computer when you see one)
 - Emailed or IM'd to anyone
 - Burned to CD or printed out in hard copy without the approval of the Security Office



Transmission of Material

- You have a few options to move classified from one point to another. They are:
 - U.S. Postal Service: The best and easiest method for all
 - FedEx: If where you are sending the material is approved to receive classified FedEx
 - Electronic: Classified WAN network. You know it if you have it.
 - Hand carry: Last, final option. Too many things can go wrong

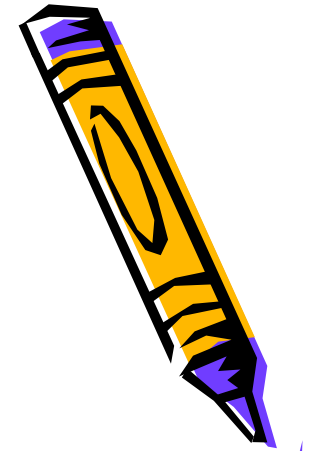
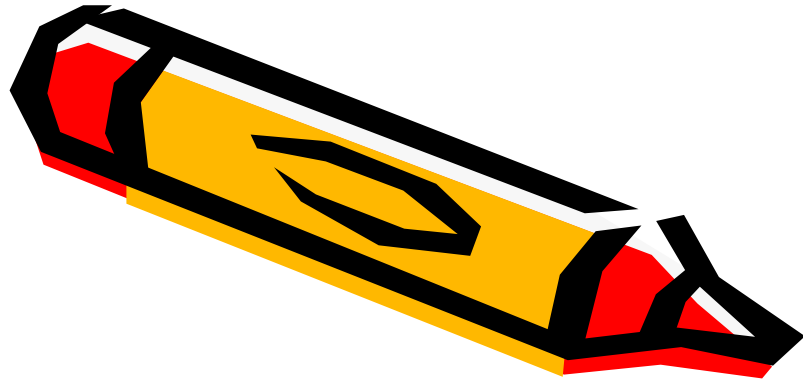




You have to Report

- You have a clearance, so the government says you have to report to Security
 - Any adverse information on yourself or other cleared employees (drugs, finances, arrests, etc)
 - A loss or compromise of classified information you are aware of
 - Personal life changes (name change, address, etc.)
 - Any suspected case of attempted espionage against you or others





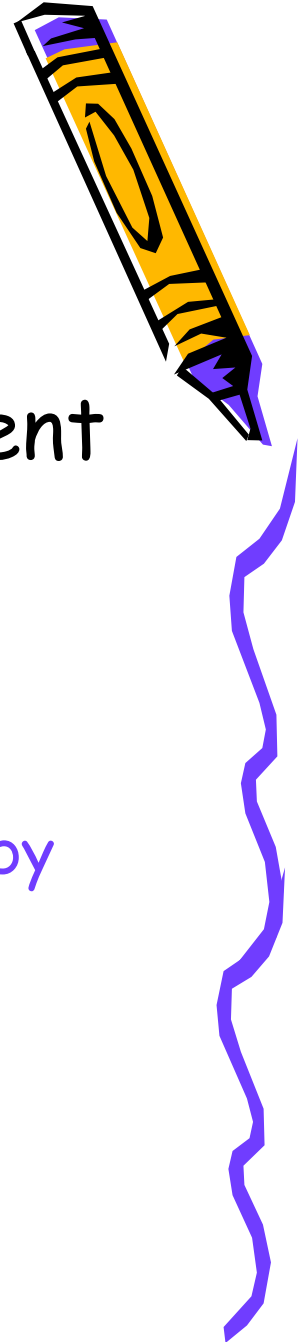
Topic #3

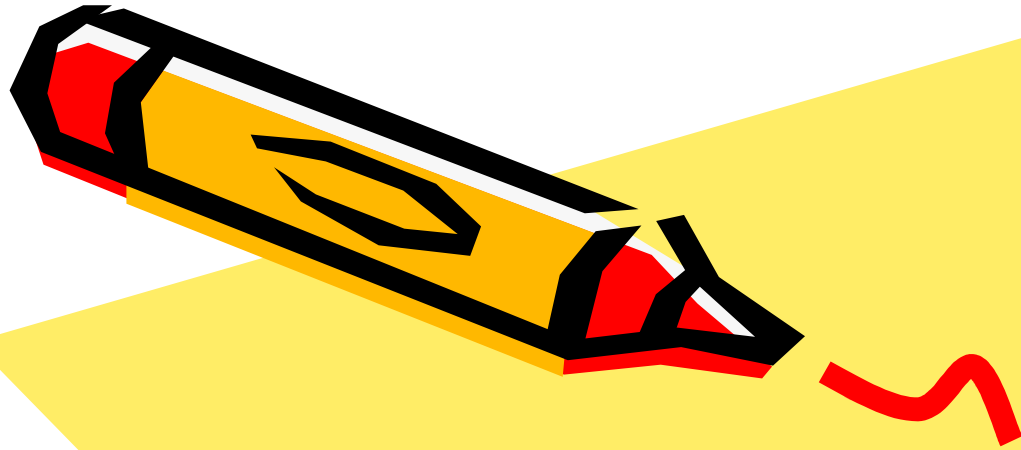
Export Control



Topic: Export Control

- Prior to export, the U.S. Government requires review of all information other than
 - basic research or
 - Public domain information/materials
- Export means passing restricted information by
 - Talking to non-U.S. anywhere (in Utah, etc)
 - Sending or carrying the materials outside the U.S.
 - Placing the information on the WWW.





You have Completed
your Security Training!

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