


PHYSEC Standards for Storage of Classified Information


General Security Webinar 

PHYSEC Standards for Storage of Classified Information


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DoD Security Specialist Course,
Course Manager, DSS - CDSE

- Gained experience in the security profession throughout Air Force service in roles such as Security and Law Enforcement
- Security Asset Protection Professional Certification (SAPPC)
- Experienced Instructor and Retired U.S. Air Force Security Forces (Military Police)
- B.S. in Security Administration




Meeting Room Navigation 

Notes box for audio information and other announcements





Use **Full Screen** (upper right corner) to maximize view of the presentation.

Click **Full Screen** again to switch back. You will need to be out of Full Screen view to respond to poll questions.

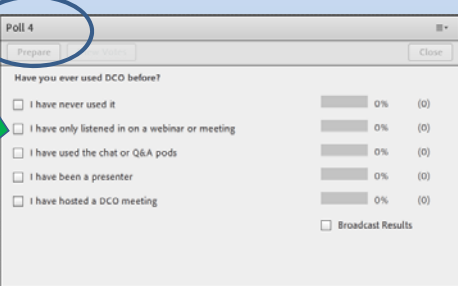


Meeting Room Navigation CDSE

Q&A box for entering questions/feedback 

File share box to download material for today's presentation 

Example of a Poll Question CDSE




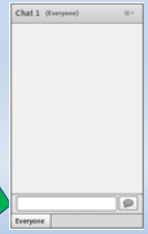
Have you ever used DCO before?



- I have never used it 0% (0)
- I have only listened in on a webinar or meeting 0% (0)
- I have used the chat or Q&A pods 0% (0)
- I have been a presenter 0% (0)
- I have hosted a DCO meeting 0% (0)

Broadcast Results


Example of a Chat Question CDSE



Enter your responses in the **chat box** 



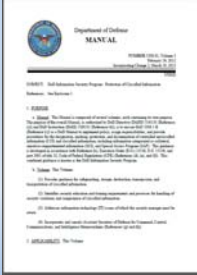
 Chat Question 



- Is it authorized to store weapons or items such as funds, jewels, or drugs in the same container used to safeguard classified information?
- Enter your response in the chat box




 DoD Guidance 

- According to DoD Directive 5200.01 V3, "DoD Information Security Program, Protection of Classified Information" Enclosure 3:
- Classified information shall be secured under conditions adequate to deter & detect access by unauthorized persons.



 DoD Guidance 



- The DoD Lock Program is designated as the DoD technical authority for locking and storage systems used for the protection of classified information. Lock specifications shall conform to Federal Specifications FF-L-2740.

 Storage Standards CDSE

- General Services Administration (GSA) establishes & publishes minimum standards, specifications and supply schedules for containers, vault doors, modular vaults, alarm systems, & associated security devices suitable for storing & protecting classified information.



 SCI and Facilities (SCIFs) CDSE

- The Director of National Intelligence (DNI) establishes security requirements for sensitive compartmented information (SCI) and facilities (SCIFs).


 Foreign Government Information (FGI) CDSE


- To a practical extent, Foreign Government Information (FGI) shall be stored separately from other classified information to facilitate control.



 

 **PHYSEC Storage by Classification** 


- Classified information not under the personal control & observation of an authorized person, shall be stored in a locked security container, vault, room, or area as specified by classification level requirements.





 **Poll Question #1** 


 **Top Secret PHYSEC Storage** 



- GSA-approved Security Container
- Inspected every 2 hours, unless in a manned facility
- Location has a intrusion detection system (IDS)
- Security Container lock must meet FF-L-2740 standards




 **PHYSEC Field Conditions** 



- Under field conditions during military operations, use storage devices or security control measures as a commander deems adequate to prevent unauthorized access.




 **Secret PHYSEC Storage** 


- Same manner as TS information
- GSA-approved Security Container
- Inspected every 4 hours, unless in a manned facility (If Open Storage)
- Location has an intrusion detection system (IDS) (If Open Storage)
- Security Container lock must meet FF-L-2740 standards



 **Confidential PHYSEC Storage** 


- Same manner as (TS) & (S) information
- GSA-approved Security Container
- Security Container lock must meet FF-L-2740 standards
- No supplemental controls are required





 **Risk Assessment** **CDSE**

You should always do a risk assessment to:


- Facilitate a security-in-depth determination
- Aid in identification & selection of supplemental controls that may need to be implemented due to local threat
- Ensure your vulnerabilities have been identified and mitigated with countermeasures




 **Classified Cover Sheets** **CDSE**



Standard Form
703



Standard Form
704



Standard Form
705


 **Important Storage Forms** **CDSE**

<u>Form</u>	<u>Availability</u>
SF 702 (Security Container Check Sheet)	Online
SF 700 (Security Container Information)	Ordered Only
-- The SF 700, has a Part 1 & 2	
-- Ordering (NSN 7540-01-214-5372)	

Standard Form (SF) 702 CDSE


The SF 702 is used for recording the opening and closing of the container.

- It provides an audit trail for the container:
 - Who Opened
 - Who Closed
 - Who Checked




Standard Form (SF) 700 CDSE

- Required to maintain a record for each container
- Authorized means to record a container combination
- Store separately from the container (Part 2)
- Has 2 parts




Part 1
Part 2


SF Form 700, Part 1 CDSE





Unclassified
contains Personally
Identifiable
Information (PII)






Sealed in
Opaque
Envelope &
Marked



Attach Part 1
inside the container
on the back of the
control drawer

 **SF Form 700, Part 2** 



		
Container combination & classified at the highest level authorized for storage	Requires derivative classification authority box	Maintain in separate container at the same classification level



 **Changing Lock Combinations** 

When do you change the combination?


- When placed in service
- When someone who knows the combination departs and/or is no longer authorized access
- When compromised or suspected compromised
- When taken out of service





 **Poll Question #2** 

 Working at Home and Storage 


- MUST be approved by the appropriate authority depending on classification level
- Must be stored in a GSA-approved container and have supplemental controls if required
- Written procedures and guidance for protection must be in place to include a record for accountability
- Make notes



 Retention/Destruction of Classified Materials 


Retained...

- Required for effective and efficient operation of the organization
- Law or regulation requires their retention



Disposed of...

- No longer required for operational purposes
- According to applicable provisions



 CDSE Security Shorts 



<http://cdse.edu/shorts/index.html>

- Classified Storage Requirements
- Procuring GSA Approved Containers
- DoD Locks Approved to Safeguard Classified and Sensitive Information
- Disposal and Destruction



<http://cdse.edu/catalog/webinars/index.html>

- Storage of Classified Information
- Physical Security Postures: Security-in-Depth

	Resources	CDSE
<p>Regulatory Guidance http://www.dtic.mil/whs/directives/index.html</p> <p>DoD Lock Program https://www.navfac.navy.mil/navfac_worldwide/specialty_centers/exwc/products_and_services/capital_improvements/dod_lock.html</p> <p>GSA Security Containers http://www.gsa.gov/portal/content/170591</p> <p>DNI Intelligence Community Directives http://www.dni.gov/index.php/intelligence-community/ic-policies-reports/intelligence-community-directives</p>		

	Contacts & Resources	CDSE
<p>Handouts and frequently asked questions from this webinar will be posted at:</p> <ul style="list-style-type: none"> ▪ http://www.cdse.edu/catalog/webinars/information-security/physical-security-standards.html <p>You may also email Information Security training related questions to DSS at:</p> <ul style="list-style-type: none"> ▪ InformationSecurity.Training@dss.mil <p>Thank you for attending the CDSE Physical Security Standards for Storage of Classified Information Webinar.</p>		

	Webinar Feedback	CDSE
