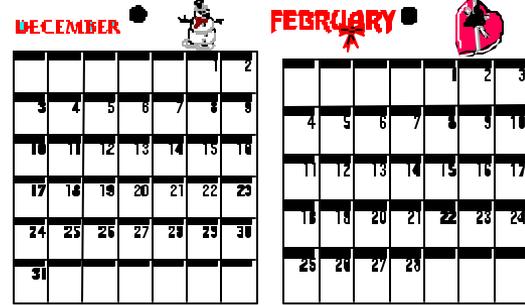




Security Management
Get to know your security team.

January 2001



Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Start the year right,
join the security team.

1

2

3

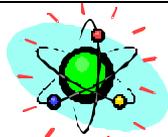
4



6



8



9

Security is
Good Chemistry

10

11

12



13

Need
classification
guidance?
See your PSO.



14

Get to know
your PSO!



15

16

17

18



19

20

21

22

23

24

25

26

27



28

Security
questions?
See your PSO!

29

30

31



SLOW DOWN !!-
Most Security Violations
Occur During Periods of
High Stress and Overwork.



OPSEC

Protecting information
from those who
look, listen and watch.



February 2001

JANUARY  MARCH 

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

			1	2	3
4	5	6	7	8	9
10	11	12	13	14	15
16	17	18	19	20	21
22	23	24	25	26	27
28	29	30	31		

Sunday

Monday

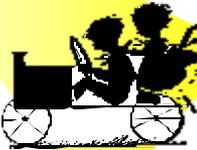
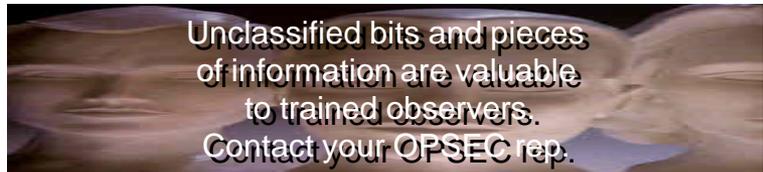
Tuesday

Wednesday

Thursday

Friday

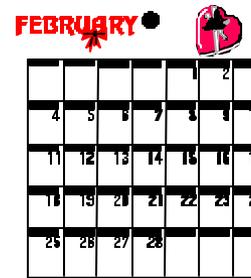
Saturday

See Dick. See Jane. See Spot.		PRACTICE OPSEC!			1	2 GROUND HOG DAY 	3		
4	5	6	7	8	9	10			
11		12	13		14	15	16	 Have information to report? See your PSO!	
 Need security education? Contact your SEO.	18		19	20	21		22	23	24
25	26	27	28	 Unclassified bits and pieces of information are valuable to trained observers. Contact your OPSEC rep.					



Security Management
 Read your facility
 emergency procedures!

March 2001



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Be Prepared! Read your Emergency Action Plan ! 			1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	 17
18	19	20	21	22	23	24
25	26	27	28	29	30	 The security staff is available to help you. 31



AIS Security
 Get to know your ISSO:
 - system approval
 - briefings
 - reporting anomalies

April 2001



Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

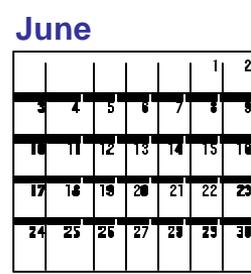
Saturday

 1	2	3	4	5	6	7
8	9	10	11	12	13	14
 15 EASTER	16	17	18	19	20	21
Use only authorized software on your system. 22	23	24	25	26	27	28
 29	30	<p>SECURE YOUR NETWORKS!</p> <p>Unknowns are always trying to gain access</p> 				<p>Contact your SEO for information on hackers & threats to your AIS.</p>



*AIS Security
Disks from home are
our most frequent
cause of viruses!*

May 2001



Sunday

Monday

Tuesday

Wednesday

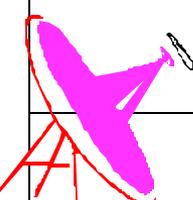
Thursday

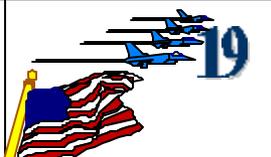
Friday

Saturday

Your information is
vulnerable to intercept!

Use secure methods
to transmit classified.



		1	2	3	4	5
6	7	8	9	10	11	12
13 Mothers Day	14	15	16	17	18	19  Armed Forces Day
20	21	22	23	24	25	26
27	28 MEMORIAL DAY Observed	29	30	31 MEMORIAL DAY	Visiting another facility? Read their AIS security plans before using their AISs. 	



AIS Security

Cyberspace is home to our most valuable asset -- our information.

PROTECT YOUR HOME!

June 2001

May



JULY



	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30	31				

	1	2	3	4	5	6	7
8	9	10	11	12	13	14	15
16	17	18	19	20	21	22	23
24	25	26	27	28	29	30	31

Sunday

Monday

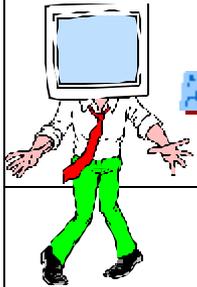
Tuesday

Wednesday

Thursday

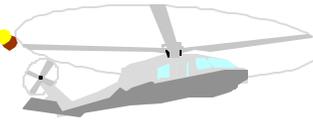
Friday

Saturday



**THINK
AIS SECURITY!**

How do you get valuable information from point A to point B?



With **SECURITY!**

3

4

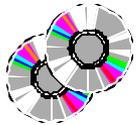
5

6

7

8

9



10

11

12

13



Flag Day

14

15

16

**Happy
Father's
Day**

17

18

19

20

21

22

23

24

25

26

27

28

29

30



Personnel Security
 You are the strength behind a good security program.

July 2001

June

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

August

				1	2	3	4
5	6	7	8	9	10	11	12
13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28
29	30	31					

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

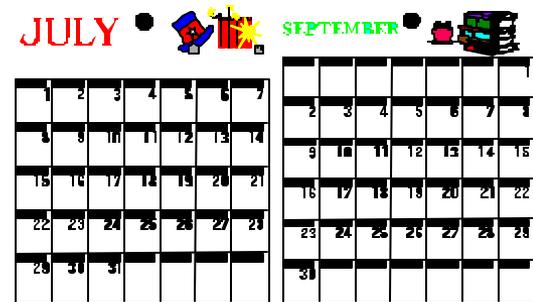
Saturday

1	2	3	4th of July	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31		<p>Hurrying to finish work? Going on vacation soon? SLOW DOWN – prevent security violations!</p>		<p>Thank you for reporting changes to your security office!</p> 



Personnel Security
Report all changes in
personal
status to security.

August 2001



Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

	<p>Report foreign travel PRIOR to departure!</p>		<p>1</p>	<p>2</p>	<p>3</p>	<p>It's your responsibility to check with security PRIOR to publishing papers.</p>
	<p>6</p>	<p>7</p>	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p>
<p>12</p>	<p>13</p>	<p>14</p>	<p>15</p>	<p>16</p>	<p>17</p>	<p>18</p>
<p>19</p>	<p>20</p>	<p>21</p>	<p>22</p>	<p>23</p>	<p>24</p>	<p>25</p>
<p>26</p>	<p>27</p>	<p>28</p>	<p>29</p>	<p>30</p>	<p>31</p>	<p>It's time for your annual briefing.</p>



Personnel Security

Immediately report ineffective security to your security office.

September 2001

August

				1	2	3	4
5	6	7	8	9	10	11	11
12	13	14	15	16	17	18	19
20	21	22	23	24	25	26	27
28	29	30	31				

OCTOBER HALLOWEEN

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Sunday Monday Tuesday Wednesday Thursday Friday Saturday

<p>Use secure communications to discuss classified.</p> 			<p>Foreign Contacts Made Over the Internet Must Be Reported !</p>		<p>Last one out locks up!</p>	<p>1</p>
<p>2</p>	<p>3 Labor Day</p>	<p>4</p>	<p>5</p>	<p>6</p>	<p>7</p>	<p>8</p>
<p>9</p>	<p>10</p>	<p>11</p>	<p>12</p>	<p>13</p>	<p>14</p>	<p>15</p>
<p>16</p>	<p>17</p>	<p>18 Rosh Hashanah</p>	<p>19</p>	<p>20</p>	<p>21</p>	<p>22</p>
<p>23</p>	<p>24</p>	<p>25</p>	<p>26</p>	<p>27 Yom Kippur</p>	<p>28</p>	<p>29</p>
<p>30</p>						



Information Security

Discussing Classified?

- Do it in a secure area!
- Let the recipient know the class level of information discussed

SEPTEMBER



November

					1
2	3	4	5	6	7
8	9	10	11	12	13
14	15	16	17	18	19
20	21	22	23	24	25
26	27	28	29	30	31

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2001

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Using an end-of-day checklist is a good way to prevent security incidents.	 1	2	3	4	5	6
7	 8 Columbus Day Observed	9	10	11	12	13
14	15	National Boss' Day	16	17	18	19
20	21	22	23	24	25	26
27	28 Dawnlight Savings Time Ends	29	30	31 	<ul style="list-style-type: none"> • Use authorized secure communications to send classified information. • Confirm the identity of the receiving party. • Double check all unclassified material before it leaves classified channels. 	
						<p>Scared your information may get into the wrong hands? Don't be ...</p> 



Information Security
 Protect electronic information,
 Mark it!

November 2001



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<p><i>This includes unclassified electronic information and e-mail on classified systems ...</i></p>			1	2	3
4	5	NO-HOME DAY 	7	8	9	10
VETERANS DAY 	12	13	14	15	16	17
18	19	20	21	Happy Thanksgiving 	23	24
25	26	27		28	29	30



Information Security
Read your class guide.

December 2001

November

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JANUARY

				1	2	3	4	5
6	7	8	9	10	11	12		
13	14	15	16	17	18	19		
20	21	22	23	24	25	26		
27	28	29	30	31				

Sunday Monday Tuesday Wednesday Thursday Friday Saturday

<p>Let's all sing from the same Sheet of Music. Read Your Security Procedures!</p>			<p>Protect the Big Picture... Mark Your Media</p>			<p>1</p>
<p>2</p>	<p>3</p>	<p>4</p>	<p>5</p>	<p>6</p>	<p>7</p>	<p>8</p>
<p>9 S'no Man is Exempt From Security</p>	<p>10 Hanukkah</p>		<p>11</p>	<p>12</p>	<p>13</p>	<p>14</p>
<p>16</p>	<p>17</p>	<p>18</p>	<p>19</p>	<p>20</p>	<p>21</p>	<p>22</p>
<p>23</p>	<p>24</p>	<p>25 Merry Christmas</p>		<p>26</p>	<p>27</p>	<p>28</p>
<p>30</p>	<p>31</p>					