

KEY AND LOCK CONTROL PROGRAM

Physical security is more than just lock and chain...

The Physical Security Program is concerned with measures designed to safeguard personnel, to prevent unauthorized access to equipment, installations, material, and documents; and to safeguard them against espionage, sabotage, damage and theft. Physical security involves the total spectrum of procedures, facilities, equipment, and personnel employed to provide a secure environment.



Physical Security measures deter, detect, assess, warn, defend, and recover against threats from terrorists, criminals, and unconventional forces. Some measures would include fencing, gates, locks, lighting, sensors, barriers, blast protection, electronic surveillance and access control devices and systems.

You are the key to security

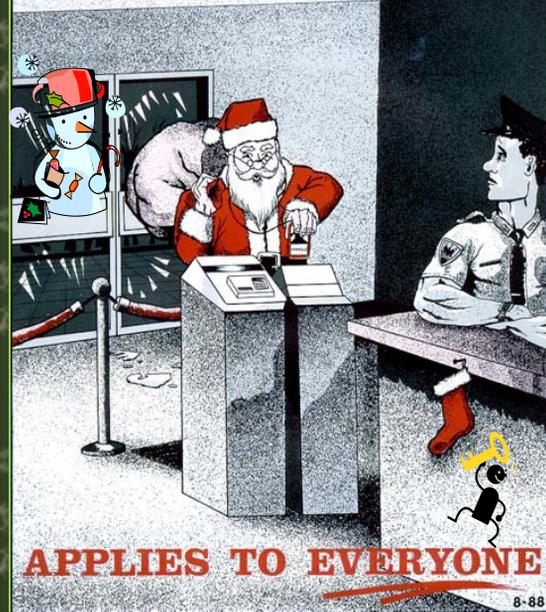
Defense in depth is the central concept in the Navy's strategy toward defending against threats.

Defense in depth involves redundant measures, varying actions, and multiple layers of defense.

Defense in depth gains its strength from the layering of defenses.

These layers help to mitigate defeat of one physical security measure, which eliminates single points of failure. This combination presents a more challenging target to terrorists and increases the probability of defeating an attack. A layered defense also ensures that potential threats are identified as early as possible. Viewing installation security as a layered defense also improves protection from purely physical measures to full-spectrum.

ACCESS CONTROL



APPLIES TO EVERYONE

8-88

Contact Physical Security 760.939.1655

Naval Air Weapons Station China Lake

PHYSICAL SECURITY

TOGETHER WE WIN

THE COMMAND KEY & LOCK CONTROL PROGRAM

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The Command Key and Lock Control Program is but one of our layers of defense. China Lake encompasses over one million acres and between the north and south ranges there are 78 perimeter gates.

Lock rotation is a requirement that must be done annually. Lock rotations may be done more often than once a year if someone has lost a key. Lost keys mean that the whole series is compromised. The physical security Key Control Officer issues out keys to designated Key custodians.

The Key Custodian is responsible to the Key Control Officer for the safeguarding of all security keys issued. Key custodians must follow all procedures for the control and accountability of security keys and locks within their organization.

Perimeter keys are not to be duplicated, nor are they authorized for 24/7 use. They must be checked in and out every time they are used. Perimeter keys are never taken home and should never go on a personal key ring.

Key Custodians are required to conduct and report quarterly inventories to the Key Control Officer. Key registers must also be maintained showing keys on hand, keys issued and to whom, date and time of issuance, signature of persons drawing or returning a key and date and time the key was returned. A signature must be obtained for each key issued.

All records pertaining to the Key and Lock program are to be kept for 3 years. Keys not in use must be stored in containers of at least 20 gauge steel or a material of equal strength and equipped with a secondary padlock. If a standard key cabinet is to be used, it must be secured to the structure.

Keys should not be left unsecured or unattended at any time. Key Custodians must notify the Key Control Officer immediately if keys are lost, misplaced or stolen. Custodians must also forward a written report of the circumstances to the Key Control Officer within 5 working days.



It is your security responsibility to account for all keys



While all of these procedures & requirements may seem like a lot of work and responsibility; these are but some of the types of redundant measures and actions that lead our installation to having a layered defense in depth. Security & safeguarding of government property is everyone's responsibility.

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BE PART OF THE SOLUTION NOT THE PROBLEM BY BEING SMART IN CYBERSPACE



Be AWARE the information you put on the social network sites about yourself, your work, your job title or duties. Be OPSEC aware.

Do not make yourself a target by posting information that will get you noticed by cyber criminals. Be OPSEC aware.

Our duties include utilizing the internet daily. Be smart and safe in cyberspace as you download or enter a website. Be OPSEC aware.

Remember, the use of government computers are for official use only. Be OPSEC aware.

And government information belongs to the United States government, not individual employees. Be OPSEC aware.

USE ADVERSARY STRAGEDY!

USE OPSEC TODAY HERE NOW MORE THAN EVER

As you know, OPSEC is short for Operational Security. It's a process we use to identify and protect sensitive information from our adversaries.

And while we primarily use this process at work, we can apply the same methodology to protecting our family and our homes over the holiday season.

With the holiday season upon us, sometimes we forget about simple security practices while rushing for the last shopping run.

OPSEC and street smarts are synonymous. With OPSEC, you identify key information that our adversaries might use against us, then take measures to safeguard that information.

When socializing at parties over the holidays don't talk "shop" around those who don't have a need to know, and be wary of attempts to elicit information even from friends and family. Leave work at work.



Those that seek critical information from this place are willing to go the extra mile, persevere challenges to get the information needed to use against us.

Whether we assume no one is interested in this area or not we need to remember what information is to be protected (critical information) and what that information must be protected from (threat).

OPSEC is a mindset that causes us to be aware that adversaries are out there and we minimize the indication of sensitive activity when we conduct our tasks daily.

Contact Operation Security 760.939.5025

Naval Air Weapons Station China Lake

* OPERATION SECURITY * TOGETHER WE ACHIEVE *



