



**DRYDEN
POLICY
DIRECTIVE**

Directive: DPD-1600.2A
Effective Date: September 16, 2005
Expiration Date: September 16, 2010

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Compliance is mandatory.

RESPONSIBLE OFFICE: J/Security Office

SUBJECT: Requirement for Security Plans

1. POLICY

In accordance with NPD 1600.2C, NASA Security Policy, and NPR 1600.1, NASA Security Program Procedural Requirements, it is Dryden policy for the Center Chief of Security to ensure special projects, restricted areas, or individual buildings, and/or rooms have developed, revised, and maintained security plans to ensure maximum protection and minimize threats to local assets and personnel. Security Plans will adhere to Agency and Center security policies and requirements.

- a. Security Plans will be approved by the CCS and concurred with by the Center Director. Interim security measures/plans will be employed pending development and approval of all requested plans.
- b. Security Plans vary by type and size of project, area, building, or room and should encompass a level of security commensurate with the level of risk, identified vulnerabilities, and available security resources. Plans should include, but not be limited to:
 - (1) Approved procedures to ensure compliance with requirements
 - (2) Methods used to alert and train affected employees
 - (3) How the plan will be enforced
 - (4) Sharing of threat information
 - (5) Spot-check procedures
 - (6) Review and expiration requirements (e.g., not to exceed three years).
- c. Security Plans will follow configuration management principles, including a documentation control number with revision and currency date. Plans will also identify an Office of Primary Responsibility (OPR) and point-of-contact (POC) responsible for maintaining the document. Copies of approved plans shall be available for review in each of the identified areas.
- d. The office of the CCS shall maintain the Center's basic Security Plan and copies of individual plans in conjunction with established administrative procedures.

2. SCOPE AND APPLICABILITY

This Dryden Policy Directive (DPD) is applicable to the Dryden Flight Research Center and support contractors, grant recipients, and other partners to the extent specified in their contracts or agreements.

3. AUTHORITY

NPD 1600.2, NASA Security Policy
NPR 1600.1, NASA Security Program Procedural Requirements

4. REFERENCES

NPR 1620.3, Physical Requirements for NASA Facilities and Property
DPD-1440.1, Document Control Systems

5. RESPONSIBILITY

- a. Center Director is responsible for:
 - (1) Reviewing and concurring on Security Plans approved by the CCS.
- b. Center Chief of Security is responsible for:
 - (1) Requesting Security Plans for special projects, restricted areas, or individual buildings and rooms.
 - (2) Ensuring requested plans provide the information necessary to cover all aspects of protection required in the area.
 - (3) Approving developed plans
 - (4) Maintaining the Center's basic Security Plan and copies of all approved individual plans
 - (5) Assessing the impact of the plan's implementation on the Center.
- c. Office of Primary Responsibility and POC is responsible for:
 - (1) Developing, revising, and maintaining Security Plans using generally accepted configuration management principles
 - (2) Providing copies of requested Security Plans to the Office of the CCS in a timely manner
 - (3) Ensuring the area subject to the Security Plan has a copy readily available for viewing.
 - (4) Ensuring personnel utilizing the specified area have received security awareness training as established in each Security Plan.
- d. Employees working within the specified area are responsible for:
 - (1) Following all established processes and procedures outlined in the Security Plan
 - (2) Being aware of possible threats and vulnerabilities
 - (3) Reporting incidents, violations, compromises and other security issues to the CCS

6. DELEGATION OF AUTHORITY

None

7. MEASUREMENTS

None

8. CANCELLATION: DPD-1600.2, Security Plans, effective March 17, 2000

/S/ Kevin L. Petersen or Delegated Official

ENCLOSURES: None

DISTRIBUTION: This document may be released to the public.

Document History Log

This page is for informational purposes and does not have to be retained with the document.

Status Change	Document Revision	Effective Date	Page	Description of Change
Baseline		3-17-00		
Admin. Change		11-18-04	All	<ul style="list-style-type: none"> • Added Document History Log. • Added "Compliance is Mandatory" to page 1. • Corrected typographical, grammatical, and some format errors.
Revision	A	10-18-05	All	<ul style="list-style-type: none"> • Updated policy statements to comply with new NPR 1600.1. • Eliminated procedures section. • Updated to new format by adding applicability, authority, references, responsibility, delegation of authority, measurements, and cancellation