

August 25, 2004

MEMORANDUM TO: Charlotte Turner
Acting Senior Information Technology Security Officer
Office of the Chief Information Officer

FROM: C. William Reamer, Director **/RA/**
Division of High Level Waste Repository Safety
Office of Nuclear Material Safety
and Safeguards

SUBJECT: Information System Security Officer Appointment Letter

In accordance with Management Directive (MD) 12.5, "NRC Automated Information Security Program," I have appointed Mr. Lawrence M. Danziger as the primary Information System Security Officer (ISSO) and Mr. David F. Carter as the alternate ISSO for the High-Level Waste Collection (HLWC) System.

They will perform ISSO duties as assigned in the MD 12.5 handbook, especially section 2.4 "Information System Security Officer" and Appendix D "Operating System and System Software Maintenance Procedures." This includes completion of the U.S. Nuclear Regulatory Commission ISSO course, available online at:
<http://nrc-isso-course.learnsecuritywith.us/nrcisso2004/access/login.asp>

This appointment provides for separation of duties for the HLWC system such that the appointment of Mr. Danziger as the ISSO does not create a separation of duties concern. Separate individuals are assigned key duties such as authorizing, approving, and recording transactions, issuing or receiving assets, making payments, and reviewing or auditing to minimize the risk of loss. These assignments eliminate opportunities to conceal errors or irregularities and ensure that no one individual controls all phases of an activity or transaction thereby creating a situation that permits errors or irregularities to go undetected.

CONTACT: Jeff A. Ciocco, NMSS/HLWRS
(301) 415-6391

cc:
L. M. Danziger
D. F. Carter

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DISTRIBUTION:
HLWRS r/f J. Ciocco

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*See previous concurrence

OFC	HLWRS	HLWRS		
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DATE	08/24/04	08/25/04	/ /04	/ /04