USER SECURITY RESPONSIBILITY ACKNOWLEDGEMENT

The STE is classified at the level shown below when the CIK/Fortezza Card is inserted into the terminal. It must be protected at that level whenever the CIK/Fortezza Card is inserted.

The maximum level for either conversation or data transfer must not exceed the classification level displayed on the STE. RD/FRD is never displayed on the STE terminal/device. It is the user's responsibility to ascertain appropriate access authorization prior to classified communication. It is the user's responsibility to insure the protection of information from surrounding ears and eyes.

When not in use, the CIK/Fortezza card must be stored in one of the following ways:

1) Stored in a security repository authorized for the classification level of the keyed STE terminal/device when the CIK/Fortezza card is stored in the same room as the terminal/device;

2) Stored in a locked container (file cabinet, desk, etc.) when stored in a separate room from the terminal/device. (Note: The CIK/Fortezza card must not be marked with the location or owner when stored in this manner.)

3) Carried on your person (Note: The CIK may be taken outside the building (home, etc.), but the Fortezza card may not be carried outside the building).

Special care must be exercised in the use, storage, and transport of the Fortezza card. When not in use, the card should be stored in the provided vinyl envelope with the CONNECTOR END inserted first. Holes should not be punched in the vinyl envelope to accommodate a key chain or to hang on a neck chain.

The loss of either a CIK or STE terminal/device must be reported to the COMSEC Custodian listed above.

The user must immediately report any abnormal operation of the STE terminal/device to the local COMSEC Custodian listed above. STE without appropriate signature approval. If the data device is a computer terminal, accreditation of the security plan is required prior to operation.

The user may not remove, relocate, or modify a STE terminal/device. These functions are only performed by the responsible COMSEC Custodian. Arrangements for such actions are to be made through your Security Officer.

Failure to adhere to these responsibilities could result in a reportable COMSEC insecurity, issuance of a security infraction and/or disciplinary action.

User Name: _____	Phone No: _____	Org Code: _____
Model No: _____	Classification: Unclassified	
Serial No: _____	Master:	Location: _____

_____   _____
Signature   **Date**

KSD-64A