COMMUNICATIONS SECURITY (COMSEC)

COMSEC TRAINING

This training serves as both your initial COMSEC briefing and annual refresher.

Communications Security, or COMSEC, is a critical component of the information assurance process securing communications between those trusted with both sensitive and classified information.

COMSEC prevents the interception and analysis of our classified communications and ensures the authenticity of our classified communications.

Your understanding of this program and its requirements is critical. A learning aid will further assist you in learning more about the COMSEC process.

GENERAL REQUIREMENTS

COMSEC comprises four security elements:

- Transmission
  - The protection of information when it is passed between parties
- Physical
  - Physical measures to safeguard cryptographic materials, information, documents, and equipment from access by unauthorized persons.
- Emission
  - Limiting and/or stopping unintentional emanations from leaving the security of a controlled space.
- Cryptographic
  - Design, implementation, use, and protection of cryptographic (encryption/decryption) systems used for the protection of information.

CATEGORIES OF COMSEC MATERIALS

Protection and handling of COMSEC depends on the device, the current classification level of operation, and the program requirements for that particular program. Below are some key differences between keyed and unkeyed devices.

- Keying material is always classified and must be stored as required by the classification level
- COMSEC Controlled Items (CCI) are unclassified, but handling and storage depend on the current level of the item. For instance:
  - Unkeyed CCI are not considered classified but should be securely stored as outlined in the account operating procedures
  - Keyed CCI are classified at the level of the key and stored accordingly

WHO'S WHO IN COMSEC

The COMSEC team consists of:

- You
- Facility Security Officer (FSO)
    - Implementation of the COMSEC Program
- COMSEC Custodian and Alternate
    - Day-to-day operations of the COMSEC program

Each of you plays a critical role in the success of the program.

COMSEC ACCESS REQUIREMENTS

In order to have access to COMSEC material, you must meet these requirements:
- U.S. citizenship and a final security clearance of the proper level.
    - Special Note: for Unclassified COMSEC access an exception can be made on a case-by-case basis
- Need-To-Know (NTK) for the information concerned.
- COMSEC briefing PRIOR to access.

For contracted workers and visitors, they must also have a visit authorization on file with Northrop Grumman prior to COMSEC briefing

Other personnel such as maintenance and custodial working in the area containing the CCI equipment do not have to meet the above requirements if the equipment is not keyed.

COMSEC ACCESS REQUIREMENTS

Protection of COMSEC information is legal obligation that has significant penalties for willful misuse or disclosure. Title 18 U.S.C., §§ 793, 794, and 798 can be reviewed here.
Individual Responsibilities:
1. Strictly follow operating instructions and procedures.
2. Never transmit in both clear and encrypted modes at the same time, nor should the same information be transmitted in both the clear and encrypted modes over the same lines.
3. Always perform key changes within specified times.
4. Never use key material not designed or intended for a specified system.
5. Never discuss specific crypto system processes, configurations, keying material, or operational procedures outside of a cryptographically secure area or over an unsecure telephone.
6. Never allow uncertified personnel to perform operations or maintenance on a crypto system.
7. Report COMSEC incidents immediately to the COMSEC Custodian

View sections 8 and 9 of the COMSEC training guide carefully.

CONCLUSION

If you have questions or comments, contact your local [Security Representative](#).

If you cannot view this video on the Learning Exchange (LX), email the ESSS Training Group at ESSS_DoDTraining@ngc.com stating you have <u>completed the **COMSEC** training</u>. In your e mail include:

- Your legal first and last name
- Your MyID
- Title of training completed: **COMSEC**.