

(6) Office of Protective Services

(a) EMPHASIS. The office serves as the NASA focal point for policy formulation, oversight, coordination, and management of the Agency physical security, intelligence, counterintelligence, counterterrorism, emergency management, continuity of operations, fire services, national security, communications security (COMSEC), classified information security, personnel security, identity and credential management, electronic physical access management, insider threat, and protective services training programs.

(b) OPS SPECIFIC RESPONSIBILITIES.

(i) Specifically, the OPS Assistant Administrator:

(1) Serves as the senior security, intelligence, counterterrorism, counterintelligence, program protection, and emergency management and response advisor to the Administrator.

(2) Provides executive management and policy direction and requirements assessments to ensure, through Agency-wide advocacy, that adequate resources are identified and committed to the protective services program.

(3) Develops and implements NASA initiatives to detect, deter, and neutralize acts involving espionage, intelligence activities, cyber intrusions, sabotage and/or terrorist activities conducted for or on behalf of foreign powers, organizations, or persons.

(4) Provides central oversight for all COMSEC and national security information systems within NASA, including accreditation of IT systems processing classified information, and serves as NASA's liaison with the National Security Agency, Department of Defense, and the intelligence community for processing national security information.

(5) Coordinates, manages, and directs the Counterintelligence/Counterterrorism (CI/CT) Program Agency wide, including analysis, investigations, liaison, training, and oversight of counterintelligence resources.

(6) In partnership with the Office of the Chief Information Officer (OCIO), who is responsible for the protection and enforcement of sensitive but unclassified (SBU)/controlled unclassified information (CUI) that is in electronic forms (i.e., in computer systems), jointly formulate policy for the protection of SBU/CUI. OPS will be responsible for the protection and enforcement of SBU/CUI that is not in electronic format.

(7) Provides Agency-central service for the operation of the Sensitive Compartmented Information program and security management of NASA Special Access Programs.

(8) Coordinates with the intelligence community regarding analysis centered on identifying threats to NASA and coordinating Agency technical support to the intelligence community during times of emergency.

(9) Provides Agency central service for the adjudication of clearances for national security positions.

(10) Provides central oversight for all emergency management, response, and continuity of operations programs and initiatives designed to ensure NASA is prepared to respond to all emergency situations (fire, security, law enforcement, and emergency management) that would affect NASA missions and infrastructure or those affecting external agencies (including the Department of Defense, the Department of Homeland Security, including the Federal Emergency Management Agency) with which NASA has support responsibilities under the National Response Plan.

(11) In partnership with the Office of Safety and Mission Assurance (OSMA), who is the authority having jurisdiction (AHJ) for fire services, jointly formulate policy for fire services. OPS will be responsible for the day-to-day operations of fire services.

(12) Monitors program performance, as well as effectiveness and efficiency of programs and processes within the purview of the OPS.

(13) Provides executive direction, oversight and funding for the NASA Protective Services Training Academy (NPSTA). Serves as the approval authority for NPSTA policies, standards, curriculum, and operations, and manages Academy and Programmatic accreditations from the Federal Law Enforcement Training Accreditation (FLETA) Board of Directorates.

(14) Per the Memorandum of Understanding (MOU) with the NASA Office of Inspector General (OIG), execute specified reporting, incident response, and investigative responsibilities at the Center and Agency level.

(c) SPECIAL RELATIONSHIPS.

(i) Serves as the senior security, intelligence, counterterrorism, counterintelligence, insider threat, and emergency management and response advisor to the NASA Administrator.

(ii) Represents NASA on national-level policy-making groups for security and emergency management.

(iii) Serves as NASA's principal representative to the National Security Agency, Central Intelligence Agency, National Reconnaissance Organization, Federal Bureau of Investigation, Department of Defense, Federal Emergency Management Agency, and Department of Homeland Security, on issues related to security, intelligence, CI/CT, national security systems, emergency management, and NASA research and development efforts related to Emergency Management and Response and Critical Infrastructure Protection Program.

(iv) Maintains liaison and establishes working relationships with counterparts in other Government agencies and industry and ensures coordination with the NASA Office of Inspector General on suspected or actual criminal violations and issues of mutual concern, as appropriate.

(v) Coordinates with the OCIO on IT security and cyber CI issues.

(vi) Serves as a member of NASA's Mission Support Council (extended) and Senior Management Council.

(d) IMMEDIATE LINE OF SUCCESSION. In the following order: Deputy Assistant Administrator; Director, Field Operations Division; and Director, Counterintelligence and Counterterrorism.