

SECURITY IS
EVERYONE'S
BUSINESS

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Operations Security 1

The Importance of OPSEC 1

Thru the Eyes of the Enemy 2

Indicators 3

The Process 3

Security Advisory 3

Sources 3

About COLE Technology Corporation 4

INSIDE THIS ISSUE:

THE OPSEC PROCESS

Operations Security

Operations Security (OPSEC) is a process that pinpoints vital information to measure if operations can be observed by adversary intelligence systems and methods, measure if information obtained by adversaries could be deciphered to be of use to them, and then executes planned measures that eliminate or reduce adversary exploitation of the vital information collected. OPSEC is a mindset that prevents critical information from falling into the hands of an adversary. Unlike security programs that seek to protect classified information, OPSEC activities identify, control,

and protect generally unclassified material that is linked with sensitive information, operations, and activities.



The Importance of OPSEC

We find ourselves protecting classified information vigilantly, but often the intelligence used against us is derived from unclassified sources. Open source intelligence is readily available for anyone with the capability and the intent to gather it.

Open Source Intelligence

Gathering is an instrument that is utilized by our enemies to a great extent and one that they have great confidence in. We at COLE Technology Corporation need to understand the threat, and work to weave OPSEC into our everyday lives to prevent our adversary from gaining this knowledge.

Predictability is the window thru which OPSEC fails. Always stay aware of your casual conversations, your predictable behavior, and your daily work routine. Any lapse in your awareness has the potential of providing our enemies with intelligence they can use to harm us.

“Operations Security will drive us in a secure manner to accomplish our mission”

“We at COLE Technology Corporation need to understand the threat and work to weave OPSEC into our everyday routines”

Thru the Eyes of the Enemy

It is always helpful to view yourself thru the eyes of the enemy. The first thing you should ask yourself before you start a task is. What benefit could the enemy gather from the knowledge of this task? Is the information vital to what we do and is it revealing of how we do it? What information can be gained by observing your routines, and what information can be derived from what we put on our website? Operations security will drive us in a secure manner to accomplish our mission, when it becomes habit and not an afterthought.



Indicators

An indicator is simply a piece of information that when analyzed indicates possible current and future actions. For instance if you normally work eight hour days and suddenly you are working twelve hour

days, that might indicate to an adversary that you are working on a new task. A military example would be if suddenly a squadron doubled their weekly flights, the enemy might gather that they are preparing to deploy. OPSEC simply helps us

pinpoint the weak spots that allow intelligence to be collected about our operations.

The Process

Implementation of OPSEC is completed in a five step sequential process that starts with the Identification of Critical Information. What information will the enemy deem of value? This process allows you to focus your protection on critical information. Step one is to analyze

the threats. Step two identifies the adversaries who are a threat to your mission and what their goals and strategies might be. Step three is the analysis of vulnerabilities. Once you know your critical information and who the enemy is, you can now determine your

vulnerabilities to collection. Step four is risk assessment. This involves weighing the possible damaging effects to task completion from an enemy's exploitation of vulnerabilities.

The final step is the (Continued on page 3)

The Process Continued

application of OPSEC measures. Measures selected in step four are put in place to prevent collection of critical information. The effectiveness of the measures in place will be tested by the adversary and as this happens the measures will be adjusted as needed. Remember the five step process is a template to a successful OPSEC posture.



*“Security
Must be
Incorporated
into Every
aspect of our
Environment”*

Security Advisory



Recently, there have been incidents in the D.C. Area in which military/ government personnel have been verbally assaulted while commuting on the Metro. Members have been approached by individuals expressing themselves as anti-government, shouting anti-war sentiments, and using racial slurs against minorities. In one instance, a member was followed onto the metro platform by an individual who continued to berate her as she exited the metro station. Thus far, these incidents have occurred near the Reagan National Airport and

Eisenhower Ave metro stations on the yellow line; however, Members should be vigilant and aware of their surroundings at all times while in mass transit. If this occurs please notify the local law enforcement element immediately and report it to your Facility Security officer. Constant vigilance thru OPSEC Applies to commuting as well. Conceal information that might divulge your position and duties for COLE Technology Corporation and the United States government.

Sources

My Name is Jeremy A. Cole and I am the Facility Security Officer for COLE Technology Corporation. If you have any questions regarding a security matter, please call me at (817) 320-2934 or email me at jacole@ctc-

coleassociates.com. Information for this newsletter was derived from the listed sources. Please feel free to visit the sites listed for additional information concerning OPSEC.

Sources:

- www.ioss.gov (2008)
- http://www.fas.org/irp/doddir/dod/jp3-54/3-54c_c3.htm (2008)
- [http://en.wikipedia.org/wiki/Operations_security_\(OPSEC\)](http://en.wikipedia.org/wiki/Operations_security_(OPSEC))(2008)



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About COLE Technology Corporation

COLE Technology Corporation is a professional services company operating nationally since 1998 to deliver comprehensive consulting, training and program management services to a broad range of Department of Defense, Government, Industry, and Educational institutions in five primary focus areas of consulting.

- Management and Organizational Business Improvement Systems and Services
- Infrastructure and Resources Planning and Management
- Intelligence Analysis
- Threat Awareness, Indications and Warning Security
- Continuity of Operations Programs and Emergency Relocation Sites

We are a cadre of highly trained and experienced consulting professionals, with extensive background and experience in Military and Government Infrastructure and Resources Management, in Military and Law Enforcement Intelligence and Security, Intelligence, Information Technology, Homeland Security and Counter-Terrorism. The skills and resources of our corporation span a broad spectrum of Military and Government planning and management, and intelligence training and consulting capabilities, with our associates and contract work projects located throughout the nation.

COLE Technology Corporation is certified by the General Services Administration as a

Service Disabled Veteran-Owned Small Business with a MOBIS (Mission Oriented Business Integrated Services) Schedule. Our services may be obtained under the GSA Schedule in the following areas:

- Business Operations / Strategic Planning
- Facilities / Operations / Management
- Infrastructure / Emerging Technology
- Resources Management / Programming
- Program Management / Project Management
- BRAC, COOP, ERS Contingency Programs / Planning / Analysis
- Intelligence Programs Management
- Threat Analysis / Threat Awareness Programs and Training



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