

**LAWRENCE LIVERMORE NATIONAL LABORATORY**  
**SECURITY AND SITE ACCESS PROVISIONS**

The following provisions are applicable to any work and other activities performed by the Subcontractor or its lower-tier subcontractors under this Subcontract at any U.S. Government location managed or operated by Lawrence Livermore National Security, LLC (hereinafter "LLNS"), including the Lawrence Livermore National Laboratory (hereinafter "LLNL") and its Site 300. LLNL is located at 7000 East Avenue, Livermore, CA; Site 300 is located off Corral Hollow Road, four miles south of Interstate 580 and ten miles SW of Tracy, CA. As used herein, the term "Subcontract" means "Agreement" or "Purchase Order;" the term "Subcontractor" also means "Seller" and includes all lower-tier subcontractors; and the term "Subcontractor personnel" means the "Subcontractor" and all "Subcontractor and any lower-tier subcontractor, employees, or agents."

**1.0 Security Areas**

**"PROPERTY PROTECTION" AREAS.** LLNL and Site 300 are enclosed by a perimeter fence establishing a "Property Protection" Area. This includes the East Avenue Corridor located between LLNL and Sandia National Laboratory along East Avenue between Vasco and Greenville roads.

**"GENERAL ACCESS" AREAS** are certain areas outside the "Property Protection" Area of LLNL that are open to the public, Monday through Friday, during varying business hours depending on the location. Some "General Access" Areas are accessible to the public at all times, except during emergencies.

**"LIMITED" AND "EXCLUSION" AREAS** are security areas within the "Property Protection" Areas enclosed by eight-foot high security fences, access to which is controlled by guarded entry/exit posts or electronic access control booths, turnstiles, or doors.

**"PROTECTED" (SUPERBLOCK) AREA** is a security area within the "Limited" Area of LLNL enclosed by complex delay and detection systems, access to which is controlled by electronic access control booths, metal detectors, and vehicle sally ports.

**2.0 Security Access Requirements**

**"PROPERTY PROTECTION" AREAS.** Certain unescorted Subcontractor personnel within the "Property Protection" Area of LLNL must execute an LLNL Site Access Security Questionnaire (SASQ), undergo a security screening process, and be issued a badge, as further described in section 2.0, below.

- (a) Naturalized citizens must provide proper evidence of their naturalization.
- (b) Foreign nationals (non U.S. citizens) are not permitted within the "Property Protection" Area of LLNL without written approval obtained through the LLNS Host/Technical Representative under applicable DOE security regulations.

- (c) LLNS will inspect all trucks making deliveries to LLNL at the Delivery Vehicle Inspection Station on East Avenue unless otherwise approved by the LLNL Security Director, or designee. Subcontractors should allow one to four hours for trucks to undergo this inspection. Special time-sensitive deliveries such as asphalt and concrete may be handled at an alternate gate upon approval by LLNS. Subcontractors shall provide LLNS five days advance notice for all time sensitive deliveries.
- (d) Personnel making normal truck deliveries for vendors shall be United States citizens and carry a current operator's license. Such personnel will be issued a temporary truck pass, and security processing may not be required.

**“GENERAL ACCESS” AREAS.** All Subcontractor personnel working in “General Access” Areas of LLNL must be badged. Subcontractor personnel who are only making deliveries of equipment or material within the “General Access” Areas are not required to be badged.

**“LIMITED” AND “EXCLUSION” AREAS.** In addition to the requirements for access to the “Property Protection” Areas, any work within a “Limited” or “Exclusion” Area shall also be conducted under LLNS-provided LLNL Security Organization security escort. Therefore, the Subcontractor shall provide LLNS at least 48 hours notice to the LLNS Technical Representative, or designee, prior to the Subcontractor's scheduled entry into a “Limited” or “Exclusion” Area at either LLNL or Site 300. The Subcontractor's notice must include an estimate of the amount of time required to complete the work therein.

To be allowed unescorted access to any “Limited” or “Exclusion” security areas, or access to any classified information or special nuclear material (SNM), (1) the Subcontractor must possess a DOE Facility Clearance, which includes a foreign ownership, control, and influence (FOCI) certification, and (2) Subcontractor personnel must possess a DOE Access Authorization (clearance) appropriate for the access level.

**“PROTECTED” (SUPERBLOCK) AREA.** The Subcontractor shall conduct any work performed within the “Protected” (Superblock) Area by personnel who (1) have executed a SASQ, (2) have had a preliminary background investigation completed, and (3) have received an approval for Superblock access from the Central Clearance and Security Awareness Section.

Any work within the “Protected” (Superblock) Area shall be conducted under LLNS-provided LLNL Security Organization security escort. Therefore, the Subcontractor shall provide at least 48 hours notice to the LLNS Technical Representative, or designee, prior to the Subcontractor's scheduled entry into the “Protected” (Superblock) Area. The Subcontractor's notice shall include an estimate of the amount of time required to complete the work therein.

To be allowed unescorted access to any “Protected” security areas, or access to any classified information or special nuclear material (SNM), (1) the Subcontractor must possess a DOE Facility Clearance, which includes a foreign ownership, control, and influence (FOCI)

certification, and (2) Subcontractor personnel must possess a DOE Access Authorization (clearance) appropriate for the access level.

### **3.0 Security Processing and Badging**

3.1 In order to obtain a badge, the Subcontractor shall provide the following information to the LLNS Technical Representative, or designee, 48 hours prior to initial entry to LLNL or Site 300. Note, for Construction Subcontracts, the Subcontractor shall submit a completed "Lower Tier Subcontractor Information" form to the LLNS Contract Administrator for further processing.

- Full names (last, first, and middle) and social security numbers for each individual requiring site access,
- Subcontractor's company name,
- Subcontractor's Subcontract number, and
- Country of citizenship.

3.2 At the time of initial entrance to LLNL, all Subcontractor personnel shall report to the LLNL Westgate Badge Office in Building 071, located on Westgate Drive, for security processing.

3.2.1 All personnel appearing at the Badge Office for entry processing shall present the following information:

- Subcontractor's company name,
- Location of work site,
- Subcontractor's Subcontract number,
- Subcontractor's contact name, and
- Current original photo identification (identity source document), e.g., current state issued driver's license or current federal, state, or government issued identification card. (Note: A valid driver's license is required at time of badging to be granted on-site driving privileges.)

3.2.2 LLNS will provide Subcontractor personnel immediate access to the "General Access" Areas and "Property Protection" Areas with the understanding the continued presence of Subcontractor personnel at LLNL is subject to review by LLNS based upon the fully executed SASQ and a check of appropriate records of law enforcement agencies.

3.2.3 Subcontractor personnel shall wear badges above the waist and in plain sight at all times while working within the limits of LLNL unless the badge will cause a hazardous condition. In that case, Subcontractor personnel shall keep the badge on their person and available for display when requested. Subcontractor personnel shall not leave badges in vehicles while on-site and shall protect badges from theft while off-site.

3.3 LLNS will supply badges to the Subcontractor at no cost. The badges remain the property of the government. Upon completion of this Subcontract or termination of assignment at LLNL, Subcontractor personnel shall return the badges to either the LLNL Westgate Badge Office or at the final security checkpoint. Subcontractor personnel may be denied future access to LLNL if badges are not returned as required.

3.4 LLNS will provide security processing for Subcontractor personnel without charge to the Subcontractor. LLNS will not reimburse the Subcontractor for the Subcontractor personnel's "lost time" incurred during the security processing.

### 3.5 Site Access Orientation

3.5.1 Site Access Brochure: Subcontractor personnel receiving a badge to access the site will receive a brochure providing basic safety, security and emergency preparedness information and a map of the LLNL site. Subcontractor personnel shall familiarize themselves with the content of this brochure prior to accessing the LLNL site.

3.5.2 Subcontractor Site Access Safety and Security Orientation: Subcontractor personnel who access the LLNL site for more than 14 calendar days in a 12 month period shall complete an approximate 45 minute, web-based site access orientation course "HS0016-W, Site Access Safety and Security Orientation." The web-based course is available on the external network and is, therefore, accessible via a standard internet connection at the Subcontractor's or other off-site facility. The course can be found by clicking on the following link:

[Site Access Training HS0016 - External](#)

The Site Access Safety and Security Orientation is a one-time course. Subcontractor personnel who have previously completed the course are not required to complete the course as part of this Subcontract.

## 4.0 Subcontractor Responsibilities to Notify of Changes in Need for Clearances

4.1 Subcontractor personnel assigned to work at LLNL and requiring access to classified information or SNM must obtain and maintain a DOE Access Authorization (clearance). The determination for the access authorization will be made by the cognizant LLNS Technical Representative. The LLNS Technical Representative will notify the LLNL Security Organization to process the required Subcontractor personnel for the access authorization(s). Subcontractor personnel with clearances shall take all required training courses (e.g., Annual Security Refresher Briefing) and fulfill applicable reporting requirements.

4.2 All cleared Subcontractor personnel shall immediately notify the LLNS Contract Administrator and the LLNL Security Organization in the event one of the following occurs:

- 4.2.1 Employment by the Subcontractor is terminated.
- 4.2.2 Access authorization (clearance) is no longer required (for example, the Subcontract work is completed or an individual transfers to a position not requiring such access).
- 4.2.3 An individual is on a leave of absence or an extended “leave of absence” that exceeds 90 consecutive working days. For purposes of this requirement, “leave of absence” refers to vacations, illnesses, sabbaticals, teaching and research leaves, maternity leaves, leave without pay, leave with pay, family and medical leaves (FMLA), workers' compensation (injury), and military leaves.
- 4.2.4 Access to classified matter or SNM is no longer required due to an individual being transferred to a position not requiring such access.
- 4.2.5 The individual leaves for foreign travel, employment, assignment, education or residence of more than three months duration not involving official United States Government business. (Note: This requirement applies even if the individual remains employed by the Subcontractor.)
- 4.2.6 Notification must be made in writing to the LLNS Contract Administrator at the address indicated in the Subcontract and the LLNL Security Organization at the following address:

Personnel Security Division  
Attention: Terminations  
7000 East Avenue, L-504  
Livermore, CA 94550

## **5.0 Testing Requirements for Testing Designated Positions (TDPs)**

- 5.1 All Subcontractor personnel in a TDP as defined in 10 CFR 707, *Workplace Substance Abuse Programs at DOE Sites*, including, without limitation, all Subcontractor personnel requiring “L” or “Q” access authorization, are subject to applicant, random, reasonable suspicion, and occurrence drug testing.
- 5.2 Subcontractor personnel who have a confirmed positive test result may be denied access to LLNL, prohibited from further work under this Subcontract, and be subject to any other appropriate legal consequences.
- 5.3 Subcontractor personnel who do not consent to a requested drug test pursuant to this Subcontract, or who otherwise falsify or tamper with any specimens, will be deemed to have a confirmed positive test and may be denied access to LLNL, prohibited from further work under this Subcontract, and be subject to any other appropriate legal consequences.

## **6.0 Work Conditions and Restrictions**

- 6.1 All Subcontractor personnel assigned for work at LLNL shall be professional, competent to perform the work assigned, unimpaired, and fit for duty.
- 6.2 Subcontractor personnel shall access only those LLNL work site area(s) specified in this Subcontract, or as otherwise approved by the LLNS Technical Representative. Subcontractor personnel working on outside projects are prohibited from entering any buildings within the area of work, except when granted permission by the LLNS Technical Representative.
- 6.3 All personal belongings of Subcontractor personnel, including briefcases, lunch boxes, handbags, and vehicles driven by Subcontractor personnel, are subject to random search for prohibited and controlled items, upon entering and leaving LLNL, at the discretion of the LLNL Security Organization.
- 6.4 Except as otherwise specified in this Subcontract, work operations shall be limited to the hours between 7:30 a.m. and 5:00 p.m., Monday through Friday, at LLNL, and between 7:00 a.m. and 5:30 p.m., Monday through Thursday, at Site 300, except on LLNS holidays. The Subcontractor shall submit requests for approval to work at times other than the time stated herein to the LLNS Technical Representative 48 hours in advance.
- 6.5 Unless otherwise approved by the LLNS Technical Representative, the Subcontractor shall ensure materials, parked vehicles or equipment, trailers, or temporary storage buildings are not located within 50 feet of any existing fence, or within 25 feet of power poles or manholes.
- 6.6 The Subcontractor shall conduct the work in a manner that minimizes interference with the activities at LLNL.
- 6.7 Subcontractor personnel may use privately owned cellular phones, with or without internal cameras or other imaging capability, in "General Access" Areas, and "Property Protection" Areas; however, the camera function shall not be used within the limits of LLNL without proper written authorization. Subcontractor personnel may use cellular phones that do not contain internal cameras outdoors in "Limited" Areas. Certain other restrictions apply to cellular phones when taken into "Limited" Areas and are not permitted in "Limited" Area buildings. Subcontractor personnel shall review a copy of the LLNL cellular phone rules when they receive their badges.

## **7.0 Prohibited or Controlled Items**

### **7.1 Prohibited Items**

Except as otherwise provided herein, Subcontractor personnel shall not bring the following items within the limits of LLNL unless necessary to perform the work and

the Subcontractor obtains prior written approval from the LLNS Contract Administrator in accordance with paragraph 7.3 below.

- Dangerous weapons,
- Explosives,
- Instruments or material likely to produce substantial injury to persons or damage to persons or property,
- Controlled substances, e.g., illegal drugs and associated paraphernalia, except prescription medicines in their original containers,
- Alcoholic beverages,
- Poisonous or corrosive solids, liquids, or gasses,
- Any other items prohibited by law (see 10 CFR 860 and 41 CFR 101-20.3).

## 7.2 Controlled Items

Subcontractor personnel shall not bring the following items within “Limited,” “Exclusion,” and “Protected” Areas unless necessary to perform the work and the Subcontractor obtains the prior written approval from the LLNS Contract Administrator in accordance with paragraph 7.3 below.

- Recording equipment (audio, data or video),
- Mace or pepper spray,
- Optical devices (binoculars and telescopes),
- Computers and associated media (requires Cyber Security approval for use inside “Limited” Area buildings).
- RF transmitting equipment,
- Electronic equipment with a data exchange port capable of connection to LLNS owned automated system equipment,
- Cellular phones with or without cameras or other imaging capability may be used outdoors in “Limited” Areas without a permit; however, the camera function or other imaging capability of a cellular phone may not be used within the limits of LLNL without proper written authorization,
- Cameras (require a permit) (See above rules for cellular phones that contain cameras or other imaging capability),

LLNS may confiscate prohibited or controlled items if the Subcontractor is using such items in violation of the terms of this Subcontract (including these Security and Site Access Provisions) or for purposes other than those required to perform the work.

7.3 If the Subcontractor desires to bring prohibited or controlled items into LLNL, the Subcontractor shall submit a written request to the LLNS Contract Administrator for each prohibited or controlled item brought into LLNL at least two days prior to the date the Subcontractor desires to bring the prohibited or controlled items into LLNL.

7.3.1 The Subcontractor’s request shall include a statement of need, the period of time the item will be on the LLNL site, and the person responsible for its use.

7.3.2 The LLNS Contract Administrator will coordinate with the LLNL Security Organization and the LLNS Technical Representative and advise the Subcontractor whether the request has been approved and of any required restrictions.

7.3.3 The Subcontractor shall comply with the approved request and remove the prohibited and controlled items from LLNL immediately upon termination of its need or termination of the period stated in the Subcontractor's approved request.

## **8.0 Revoking LLNL Site Access**

8.1 LLNS may revoke any Subcontractor personnel access to LLNL if Subcontractor personnel violate these Security and Site Access Provisions.

8.2 The Subcontractor will not be compensated or receive any time extension if Subcontractor personnel are denied access to LLNL in accordance with paragraph 8.1 above.

## **9.0 Fence Penetrations**

9.1 Subcontractor personnel shall not penetrate over, under, or through existing security fences located within or on the perimeter of LLNL without the permission of LLNS.

9.2 If any security penetrations are required, Subcontractor personnel shall:

9.2.1 Conduct such penetrations under LLNL Security Organization security escort.

9.2.2 Install temporary barricades for all penetrations when work is not in progress. The Subcontractor shall locate its temporary barricades at the existing fence line, use panel inserts supplied by LLNS or other LLNS-approved materials, and ensure the barricades provide the same degree of protection as afforded by the existing fence.

9.2.3 The Subcontractor shall obtain prior written approval from the LLNS Technical Representative who will coordinate with the LLNL Security Organization prior to installing the temporary barricades.

## **10.0 Use of Existing Roads**

10.1 Subcontractor personnel shall comply with posted speed limits and all other signs and posted notices.

10.2 The LLNS Technical Representative will designate points of access to the work for vehicles and personnel.

- 10.3 Only vehicles with pneumatic tires are allowed on existing roads.
- 10.4 The Subcontractor shall equip all motorized equipment with mufflers. The Subcontractor shall equip all motorized equipment to be used on unpaved surfaces with spark arresters. The Subcontractor shall obtain approval from the LLNS Technical Representative for use of motorized vehicles equipped with catalytic converters on unpaved areas.
- 10.5 The Subcontractor shall limit its use of LLNL roads for heavy traffic.
- 10.6 LLNS will designate the existing roads within the LLNL for the Subcontractor's use. The Subcontractor shall not use other roads without first obtaining permission from the LLNS Technical Representative.
- 10.7 The Subcontractor shall keep all LLNL roads open at all times. When obstructions on existing LLNL roads are required because of the work, the Subcontractor shall obtain approval from the LLNS Technical Representative and establish complete detours or other temporary measures prior to the start of other work.
- 10.8 Subcontractor personnel shall provide and maintain the following:
  - 10.8.1 Suitable temporary barricades, fences, or other structures as required for the protection of the public, traffic, and personnel about the work site. All barricades shall have battery-operated warning lights during hours of darkness.
  - 10.8.2 Walks around any obstruction made in public places.
  - 10.8.3 Sufficient light on or near the work-area, as necessary, to protect workers, travelers, and other personnel from injury during all hours of darkness. Subcontractor personnel shall not use lighting with open flames.
- 10.9 The Subcontractor is responsible for all damage to utilities, streets, curbs, and gutters resulting from its work, and shall, at no cost to LLNS, repair all such damage at the completion of this work, or sooner if directed by LLNS.

## **11.0 Parking**

- 11.1 Subcontractor Vehicles
  - 11.1.1 Unless otherwise approved in writing by LLNS, Subcontractor personnel shall park vehicles and equipment only in areas completely off the existing LLNL roads, or in areas designated for parking within the work-area limits.
  - 11.1.2 Subcontractor personnel shall keep cranes, booms, drilling rigs, and similar tall equipment clear of overhead electrical conductors. The Subcontractor is

responsible and shall hold LLNS harmless for any damage or injury caused by unsafe acts of its operators.

## 11.2 Personal Vehicles

Parking space for the private vehicles of Subcontractor personnel will be available within the established parking lots of LLNL, or entirely off the LLNL site. No private vehicles are allowed into any other areas of LLNL, except as specifically specified in this Subcontract or with the permission of LLNS. The Subcontractor shall transport its personnel to the job site/work-area in Subcontractor vehicles.

## 12.0 Additional Work Requirements for Site 300

12.1 Site 300 is an area where high explosives are processed, transported and tested. All Subcontractor personnel are considered to be unacquainted with the operations of the site. Therefore, Subcontractor personnel shall treat all areas as hazard areas.

12.1.1 Because of the nature of the operation activities at Site 300, all security and safety regulations are strictly enforced by LLNS and Subcontractor personnel shall comply with these regulations at all times.

12.1.2 Smoking is not permitted in vehicles during the posted fire season. Smoking may be limited to certain areas, as designated by LLNS, depending on the hazard as determined by LLNS. Smoking is not permitted within any facility.

12.1.3 When approached by a vehicle with headlights on and displaying explosives signs, Subcontractor personnel shall pull to the right side of the road, slow down, and yield the right of way. Subcontractor personnel may increase speed only after such a vehicle has passed. No passing of vehicles transporting explosives is permitted unless a signal to do so is given by the driver.

12.2 The Subcontractor shall not bring, haul, or move explosives into, within or away from the boundaries of Site 300 without first obtaining permission in writing from the LLNS Technical Representative who will coordinate with the DOE/NNSA Livermore Site Office.

12.2.1 The Subcontractor shall obtain approval from the LLNS Technical Representative 24 hours in advance for every haul or move required, and all explosives shall be removed at the end of each working day.

12.2.2 LLNS will check and record the quantities and type of all explosives delivered to Site 300, quantities used for each detonation, and quantities removed from Site 300 at the end of each working day.

12.2.3 The Subcontractor shall properly mark all vehicles used for hauling explosives and shall comply with the applicable State of California highway safety requirements.

### 12.3 Work Area Limits for Roads and Underground Utilities

12.3.1 The work-area limits for road work shall extend 100 feet from the top of all cuts and the toe of all fills on each side of the road.

12.3.2 The work-area for underground utilities and overhead power lines shall extend 100 feet on each side of the service to be installed. This shall apply when the utility or power line extends beyond a designated building work-area limit.

### 12.4 Blasting and Hauling of Explosives

Blasting of rock and other materials is not permitted at the LLNL and is not contemplated at Site 300. However, if it becomes evident the use of explosives at Site 300 is required, the Subcontractor shall notify LLNS 24 hours in advance of each blasting operation, stating the quantities and type of explosives proposed and shall obtain approval from LLNS for each blasting operation. Explosives exceeding six pounds for each detonation will not be permitted. All blasting operations shall be conducted in accordance with the requirements of the State of California CCR Title 8, Chapter 4 Subchapter. 7 - General Industry Safety Orders.

### 12.5 Fire Breaks

12.5.1 Prior to the start of any work at the site, the Subcontractor shall provide a fire break around the work area. The fire break shall be at least eight feet wide and free from all flammable materials and natural growth. The Subcontractor may not commence any construction-related work until the fire break has been reviewed and approved by the Site 300 Fire Department.

12.5.2 Subcontractor will not be allowed to do burning of any nature within the limits of the work area.

12.6 There are two firing areas within the limits of Site 300; the East Firing Area and the West Firing Area. LLNS conducts tests within these areas that include intentional detonation of high explosives; therefore, all Subcontractor personnel traveling and passing through these areas are under strict control and LLNS and the Subcontractor must know the location of all personnel at all times.

12.7 LLNS has established a control point in order to control the admission of Subcontractor personnel to potentially hazardous areas. LLNS has located remotely controlled gates or road barriers on the approach roads into the firing areas.

- 12.8 LLNS conducts explosive tests at existing bunkers within the firing areas. When a test is being planned, LLNS strictly controls all activities and the use of site roads within the radius of the explosive test firing point.
- 12.8.1 LLNS will communicate the bunkers and their related hazardous areas to Subcontractor personnel.
- 12.8.2 All Subcontractor personnel shall be under approved cover (generally inside a bunker), or shall move outside the hazardous zone until the test is completed.
- 12.8.3 The LLNS Technical Representative will advise the Subcontractor of impending tests and shall escort Subcontractor personnel to unclassified shelters or advise them to vacate the area.
- 12.9 Work activities and the use of site roads in the firing areas will be subject to delays due to testing activities.
- 12.10 The Subcontractor shall inform its personnel of the special requirements affecting its personnel and activities within the firing areas in addition to the security and site access regulations stated in these and any other provisions.

(END OF PROVISIONS)