



NOVETTA

**Human Resources Interaction With
An Insider Threat Program**

INTRODUCTION



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Novetta Inc.

Vice President, Human Resources/Employee Care

Ethics/Compliance Officer

Insider Threat Group Member

- 25+ years in Human Resources
- 10+ years in government contracting
- NOT AN EXPERT IN ITP
- TRUE ADVOCATE OF ITP



AGENDA

- Human Resources interactions and contributions with the Insider Threat Program.
- The gathering and sharing of employee information.
- Protecting employee's privacy and civil liberties.

”

The secret of getting ahead is
getting started.

Mark Twain

OUTCOMES FOR TODAY'S BRIEF



Reinforce the importance of Human Resources' role in the ITP.



Highlight HR's contribution in the gathering and sharing of information.



The influence of ethics and compliance in protecting employees' privacy and civil liberties.

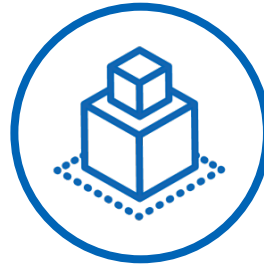


Human Resources interactions and contributions with the Insider Threat Program.

HUMAN RESOURCES INTERACTIONS AND CONTRIBUTIONS



PARTNERSHIP,
ACCOUNTABILITY &
QUALITY CONTROL



HRIS BUILDING BLOCKS -
STORY OF OUR PEOPLE



FLEXIBLE
AND
ADAPTABLE

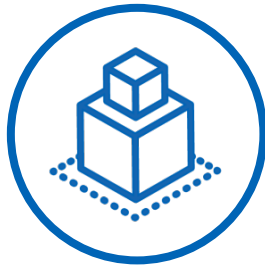
HUMAN RESOURCES INTERACTIONS AND CONTRIBUTIONS



PARTNERSHIP,
ACCOUNTABILITY &
QUALITY CONTROL

- **P** - The ITP will seek to **establish** a secure operating environment for personnel, facilities, information, equipment, networks, or systems from insider threats.
- **A** - The program will **gather, integrate, and report** relevant and credible information covered by the 13 personnel security adjudicative guidelines that may be indicative of a potential or actual insider threat
- **QC** - The ITP will meet or exceed the minimum **standards** for such programs, as defined in paragraph 1 202, DoD 5220.22 M Change 2 of the “National Industrial Security Program Operating Manual (NISPOM) with additional guidance provided in Industrial Security Letter (ISL) 2016 02 and Defense Security Service (DSS) ODAA Process Manual for Certification and Accreditation of Classified Systems under the NISPOM.”

HUMAN RESOURCES INTERACTIONS AND CONTRIBUTIONS



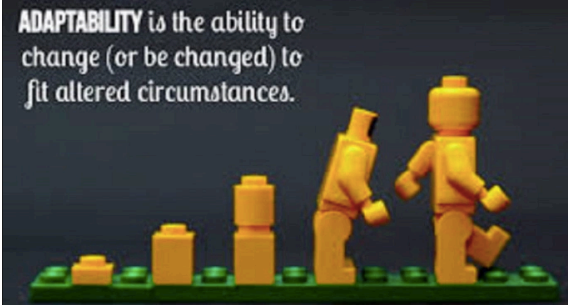
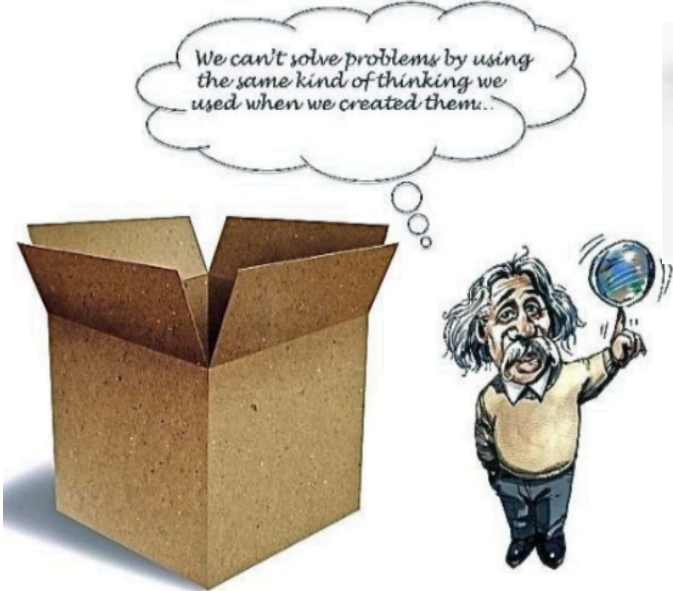
HRIS BUILDING BLOCKS -
STORY OF OUR PEOPLE

- (1) **Guideline A: Allegiance to the United States**
- (2) **Guideline B: Foreign Influence**
- (3) **Guideline C: Foreign Preference**
- (4) **Guideline D: Sexual Behavior**
- (5) **Guideline E: Personal Conduct**
- (6) **Guideline F: Financial Considerations**
- (7) **Guideline G: Alcohol Consumption**
- (8) **Guideline H: Drug Involvement**
- (9) **Guideline I: Psychological Conditions**
- (10) **Guideline J: Criminal Conduct**
- (11) **Guideline K: Handling Protected Information**
- (12) **Guideline L: Outside Activities**
- (13) **Guideline M: Use of Information Technology Systems**

HUMAN RESOURCES INTERACTIONS AND CONTRIBUTIONS



FLEXIBLE
AND
ADAPTABLE





**The gathering and sharing
of employee information.**

GATHERING AND SHARING

Insider Threat Awareness and Mitigation Program (ITAMP)

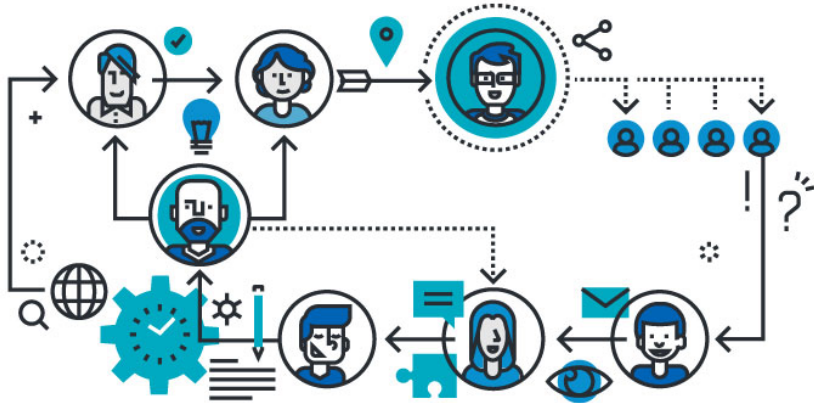


- Ensure that all ITAMP related information is kept in manner that is secure, and not available to the general workforce, who are not authorized to see any ITAMP related information.
- Ensure that ITAMP is marked with "Insider Threat Program Confidential" (E-Mails, Documents, Etc.)
- Ensure that any ITAMP related information that will be destroyed, is destroyed in a secure manner, that prohibits reconstruction or reuse of the original information.
- Ensure that all ITAMP related activities protect the legal, civil liberties and privacy rights of an individual.
- Ensure that if it is known that you support the ITAMP, by the workforce when asked what you do for the ITAMP, you respond with a standard response that all individuals that support the ITAMP.



**Protecting employees'
privacy and civil liberties.**

PROCESSING & PROTECTING EMPLOYEES' INFORMATION



PROTECTION STRATEGY & POSITIONING



ITP GROUP

Define stakeholders and participants. 100% need to know engagement.



TRAINING AND DEVELOPMENT

Attend training outlined in NISPOM 3 103a. Develop from internal audit findings.



INFORMATION ASSESSMENT

All credible Insider Threat Information will be coordinated and shared with the ITPSO, which will then take action as directed in NISPOM, paragraph 1 300, “Reporting Requirements.”



Legal counsel

Partner with legal counsel on areas of ITP to ensure the ITP group is protecting the legal, civil liberties and privacy rights of all individuals involved.



Thank you

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