

From the Desk of Denise Spiller, Director

Office of Research Security

ORS has received notification from Defense Counterintelligence & Security Agency (DCSA) that they will be conducting a security assessment at UAH on May 13-14, 2025.

The security review will include an evaluation of UAH facility's internal security procedures at the working level and interviews with your employees to determine their knowledge of security procedures and responsibilities. As much as possible, I would appreciate you having key staff available for interviews during the review. April may contact you to schedule a time for your interview with the review team.

Insider Threat Reporting Contact Janine Wilson janine.wilson@uah.edu or orsnotifications@uah.edu
DCSA emphasizes the importance of reporting suspicious emails and activities to help identify and mitigate cyber threats and protect national security.

Please remember, if you receive a suspicious email, especially one related to security clearances or that seems to be a phishing attempt, report it immediately to ORS by doing the following:

- Expand the Header of the original email and forward to orsnotifications@uah.edu
- Delete the email

ORS Staff:



Denise Spiller

DIRECTOR

VBH Annex D
256.824.6444

denise.spiller@uah.edu



Janine Wilson

ASSISTANT DIRECTOR

VBH Annex D
256.824.3025

janine.wilson@uah.edu



April McMeans

SECURITY SPECIALIST

VBH Annex D
256.824.6048

april.mcmeans@uah.edu



Joseph Dorroh

SPECIAL SECURITY OFFICER

VBH Annex D
256 824 6034

joseph.dorroh@uah.edu

Prior to the UAH Security Assessment – Review the questions that you may be asked by the DCSA team as a cleared UAH employee:

Cleared Roles and Responsibilities

- What is your job title/responsibility?
- What is the level of your security clearance? How long have you been cleared?
- Why are you cleared (describe the contract or programs that require you to be cleared)?
- If recently cleared, what were the processes/steps in applying for your security clearance?

Training and General Knowledge

- When was your last security briefing? What do you recall from that briefing?
- Can you recall any of the following topics being addressed in briefings? Risk Management, Job Specific Security Brief, Public Release, Safeguarding Responsibilities, Adverse Information, Cybersecurity, Counterintelligence Awareness, Insider Threat

Access to Classified Information

- When was your last access to classified information and at what level?
- Have you ever accessed classified information outside of this facility?
- Where do you typically work on classified information?
- What procedures do you follow to protect classified information while working on it?

CUI

- What is Controlled Unclassified Information (CUI)?
- Why is CUI important?
- How does CUI relate to your position?

Visit Support

- What are the procedure for visitors coming here for a classified visit?
- What are the procedures for individuals going on classified visits?
- What are the procedures for securing classified information brought back to the facility?
- What are the procedures for determining need-to-know and giving visitor's access to classified information?

Contacts

- Have you ever been approached by anyone requesting classified information?
- What is meant by the term adverse information and how would you report it?
- Can you recall any other reportable items?
- What is an insider threat?
- What are some indicators of insider threat behavior and who would you report this to?
- Can you recall any methods used to recruit trusted insiders?

Reporting

- What is meant by the term "suspicious contact" and how would you report one?
- Have you ever been cited for a security violation, infraction, or incident?
- What would you do if you committed a security violation, infraction, or discovered one?

Foreign Travels & Travel Safety

When planning a trip abroad and prior to traveling abroad, you will need to visit the ORS website - <https://www.uah.edu/ors> and go to the “*Travel Safety*” tab.

Here you will read the [Foreign Travel Related Vulnerability Pamphlet](#). After you have read the pamphlet, you are required to submit the [Notification of Foreign Travel](#) form via Quali Build. This form allows you to attach your itinerary and submit directly to ORS. This form should be provided to ORS at least two weeks prior to your travels.

You also have the option to request an in-person “**Country Specific Threat Briefing**” that ORS will arrange with a Government Counterintelligence Agent. Keep in mind we have sanitized laptops available for travel outside the U.S., which can be requested on the Notification of Foreign Travel form.



2024 Targeting U.S. Technologies Report:

<https://www.dcsa.mil/Portals/128/Documents/CI/DCSA-TA-25-001%20Unclassified%20Targeting%20U.S.%20Technologies%20A%20Report%20of%20Threats%20to%20Cleared%20Industry%20FY24.pdf?ver=d9pMxzAMhw454mploG0Rbg%3d%3d>

OFFICE OF RESEARCH SECURITY STAFF

DENISE SPILLER

Director

824-6444, denise.spiller@uah.edu

JANINE WILSON

Assistant Director

824-3025, janine.wilson@uah.edu

JOSEPH DORROH

Special Security Officer (SSO)

824-6034, joseph.dorroh@uah.edu

APRIL MCMEANS

Security Specialist

824-6048, april.mcmeans@uah.edu

RILEY STARK

Security Assistant

824-6035, riley.stark@uah.edu