

**Subject:**FNV: NAME

**Date:**Wed, 1 Oct 2014 07:33:09 -0400

**From:**Sharlene Savage - NOAA Federal <sharlene.savage@noaa.gov>

**To:**NOAA Host - NOAA Federal <first.last@noaa.gov>, Ledessia Moore - NOAA Federal <ledessia.moore@noaa.gov>, Steve Mayle - NOAA Federal <steve.mayle@noaa.gov>

**Visitor(s):** First Middle Last

**Date(s):** 10-02-2014 - 10-01-2015

**Location(s):** GFDL, RM #114, 201 Forrestal Rd. Princeton NJ.

Thank you for submitting your FN Visitor/Guest information. Your FN visit is **approved** under the following conditions:

**THE DEPARTMENTAL SPONSOR ACCEPTS FULL RESPONSIBILITY AND RISK FOR THE ACTIONS OF THE NON-EMPLOYEE(S).**

**Note to Sponsor: In accordance with DAO and NAO 207-12: Foreign nationals are not allowed to use smart phones and/or recording, photographic devices inside the Government facility.**

Escort Requirements. Foreign national visitors must be escorted at all times by a U.S. citizen employee of NOAA while on NOAA property. Foreign national guests may be granted unescorted access to certain areas of a facility upon approval by the servicing security office. Approval rests on the favorable completion of applicable agency checks and a determination that no unauthorized physical, visual, or virtual access to classified, SBU, export controlled, or otherwise controlled, proprietary, or not-for-public release data, information, or technology is likely to occur.

#### **Required Actions to Be Taken By the DS**

- Non Employee facility access is restricted to only the area(s) necessary to perform task as required.
- Access to sensitive information and agency assets are appropriately controlled and protected.
- **Non Employee after hour access without escort is prohibited.**
- Non Employee is subject to the Department of Commerce security policies and the facility security policies and procedures to include IT Security.
- Non-compliance is immediate grounds to terminate access to facility.
- Any infraction or incident will be immediately reported to the Servicing Security Office.

Please contact me or Sharlene Savage if you have any questions or concerns.



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Sharlene M. Savage

[Security is Everyone's Responsibility - If You See Something, Say Something™](#)