

National Infrastructure Protection Center

HOMELAND SECURITY INFORMATION UPDATE

Suggested Guidance on Protective Measures

Information Bulletin 03-002

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National Threat Warning System–Homeland Security Information Update–HSAS Threat Level Orange (High); joint guidance from the Department of Homeland Security and the FBI.

As recipients were advised, the Homeland Security Advisory System (HSAS) was raised to High (Orange) from Elevated (Yellow) on 2/7/03. This communication provides critical infrastructure owners/operators suggested guidance for developing protective measures based on this heightened threat condition. This communication also provides potential indicators of threats involving weapons of mass destruction.

PART I: GENERAL PROTECTIVE MEASURES

In addition to continuing all precautions from the lower threat condition (Yellow), the following general protective measures may be utilized. Recipients are advised to take other appropriate steps, in conjunction with local conditions, policies, and procedures. The list that follows is not intended to be exhaustive, but merely illustrative:

- Coordinate necessary security efforts with Armed Forces or law enforcement agencies.
- Take additional precautions at public events.
- Review contingency plans to work at an alternate site or with a dispersed work force.
- Review plans to restrict access to facilities.

PART II: SPECIFIC PROTECTIVE MEASURES FOR INFRASTRUCTURE OWNERS/OPERATORS AT HIGH CONDITION (ORANGE)

- Announce threat condition high (orange) to all employees.
- Consider full or partial activation of emergency operations center.
- Review policy and plans relating to restricting access to critical facilities and infrastructure.

- Conduct periodic inspections of building facilities and HVAC systems for potential indicators/irregularities.
- Direct people to the Red Cross Web site for further review of protective measures for families and businesses.
- Enhance security at critical facilities.
- Institute/increase vehicle, foot and roving security patrols.
- Implement random security guard shift changes.
- Increase visibility in and around perimeters by increasing lighting and removing or trimming vegetation.
- Implement stringent identification procedures to include conducting “hands on” checks of security badges for all personnel, if badges are required.
- Remind personnel to properly display badges, if applicable, and enforce visibility.
- Rearrange exterior vehicle barriers to alter traffic patterns near facilities.
- Arrange for law enforcement vehicles to be parked randomly near entrances and exits.
- Approach all illegally parked vehicles in and around facilities; question drivers and direct them to move immediately. If the owner can not be identified, have vehicle towed by law enforcement.
- If possible, institute a vehicle inspection program to include checking under the undercarriage of vehicles, under the hood, and in the trunk. Provide vehicle inspection training to security personnel.
- Instruct citizens to report suspicious activities, packages and people, and report all suspicious activity immediately to local law enforcement.
- X-ray packages, if possible, prior to entry, and inspect handbags and briefcases, if possible.
- Encourage personnel to avoid routines, vary times and routes, and pre-plan with family members and supervisors.
- Validate vendor lists for all routine deliveries and repair services.
- Restrict vehicle parking close to buildings.
- Inspect all deliveries and consider accepting shipments only at offsite locations.

- Require identification, sign-in, and escorts for visitors.
- Instruct people to be especially watchful for suspicious or unattended packages and articles either delivered or received through the mail.
- Send a public information officer to the state joint information center.
- Install special locking devices on manhole covers in and around critical infrastructure facilities.
- Initiate a system to enhance mail and package screening procedures (both announced and unannounced).
- Review current contingency plans and if not already in place, develop and implement procedures for receiving and acting on: threat information, alert notification procedures, terrorist incident response procedures, evacuation procedures, shelter in place procedures, bomb threat procedures, hostage and barricade procedures, chemical, biological, radiological and nuclear (CBRN) procedures, consequence and crisis management procedures, accountability procedures and media procedures.

PART III: POTENTIAL INDICATORS OF THREATS INVOLVING WEAPONS OF MASS DESTRUCTION (WMD)

POTENTIAL INDICATORS OF WMD THREATS OR INCIDENTS:

- Unusual/suspicious packages or containers, especially those found in unlikely or sensitive locations, such as those found near air intake/HVAC systems or enclosed spaces.
- Unusual powders or liquids/droplets/mists/clouds, especially found near air intake/HVAC systems or enclosed spaces.
- Signs of tampering or break-in to a facility or maintenance/utility area.
- Reports of suspicious person(s) or activities, especially those involving sensitive locations within or around a building.
- Dead animals/birds, fish, or insects.
- Unexplained/unusual odors. Smells may range from fruity/flowery to sharp/pungent, garlic/horseradish-like, bitter almonds, peach kernels, and new mown grass/hay.
- Unusual/unscheduled spraying or discovery of spray devices or bottles.

The NIPC encourages individuals to report information concerning suspicious activity to their local FBI Joint Terrorism Task Force (JTTF) office,

<http://www.fbi.gov/contact/fo/fo.htm>, the NIPC, or to other appropriate authorities. Individuals can reach the NIPC WATCH AND WARNING UNIT at (202) 323-3205, toll free at 1 (888) 585-9078, or by e-mail nipc.watch@fbi.gov.