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| **From:** | Corbett, Krysti |
| **To:** | O"Grady, John; Morrison, Denise; Tim Seidman; McBride, William; Miller, Tia; Osemwengie, Lantis; Sims, Mark; Oliver, Leah |
| **Cc:** | Doolan, Stephanie; Glazier, Kelly; Johnson, StacyD |
| **Subject:** | Courtesy Notice: EPASS Badge |
| **Date:** | Friday, May 11, 2018 10:12:00 AM |
| **Attachments:** | SID 2 EPASS 5-10-18.docx |

All,

In May of 2017, the US Department of Homeland Security – Interagency Security Committee (ISC) released the 3rd Edition of the "*The Risk Management Process for Federal Facilities: An Interagency Security Standard – Appendix B: Countermeasures*" through which the ISC institutes security requirements for federal facilities. Within Appendix B, under the Security Criterion for Badge Identification (ID) System, the ISC's security countermeasures state "Require Agency photo ID that is worn and visible at all times when in government controlled space."

This is courtesy notice that, effective July 2, 2018, the EPA is will implement the attached directive consistent with the ISC standards. The Agency directive provides the basic policy for the proper wearing of the EPA Smart Card. The directive applies to all EPA employees, contractors, subcontractors and affiliates who are required to hold a Homeland Security Presidential Directive 12 (HSPD-12) compliant SmartCard, known as the EPA Personnel Access and Security System (EPASS) badge, or another EPA issued ID Cards that include an individual's photograph.

All persons will be required to wear the Agency issued badge or ID card while working at an EPA facility. EPASS badge or other Agency issued ID Card must be worn or displayed on or above the waist (on the torso) in such a manner that the photo is clearly visible from the front at all times, and so the badge/card is readable. A supervisor may approve an exception, if properly wearing the badge/ID card, would create a health and safety risk for the employee.

Stacye Johnson is the LER Specialist regarding this issue. She can be reached at 202-564-3941 or Johnson.stacyd@epa.gov.

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