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UNDER NEW MANAGEMENT

The DoD Lock Program has long been the program of record for the U.S. Army (USA) and the U.S. Air Force (USAF) for locking systems protecting arms, ammunitions, and explosives (AA&E). Now the DoD Lock Program has also taken over as the program of record for AA&E locking systems for the U.S. Navy (USN), U.S. Marine Corps (USMC), and U.S. Coast Guard (USCG). The responsibilities for AA&E locking systems (high security padlocks, TUFLOCs) and AA&E physical security transitioned from Naval Surface Warfare Center (NSWC) Crane to Naval Facilities Engineering Systems Command (NAVFACSYSCOM) Engineering & Expeditionary Warfare Center (EXWC) Code SH22 (DoD Lock Program) as of October 1, 2020 or Fiscal year 2021.

High Security Padlocks (HSPs) Processes: Before the DoD Lock Program took over from NSWC Crane, the Navy, the Coast Guard, and the Marine Corps ordered High Security Padlocks (HSP) through Naval Supply (NAVSUP) via NSWC Crane with a cost mark-up of over \$400.00 per HSP. Now the Navy, Coast Guard, and Marine Corps order these locks directly through DLA FedMall at the same price as all other DoD branches. If your command requires help using this new process, you can contact the DoD Lock Program Technical Support Hotline:

(800) 290-7607, (805) 982-1212, (mobile) (805) 844-8609, or DSN (312) 551-1212. The hotline can also be reached by email at: W_NAVFAC_DoD_Lock_Program_Support@navy.mil or by visiting: https://exwc.navfac.navy.mil/go/locks.

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SECURITY FACTS

A PHYSICAL SECURITY TECHNOLOGY NEWSLETTER

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Replacement Keys and Serialization of HSP Keys:

If you need replacement/serialized keys, first contact the DoD Lock Program Technical Support Hotline. You will be instructed to complete our High Security Padlock Service Request form, which is linked to the Security Hardware, High Security Padlock Services tab on our website. You will be given further instructions for sending TUFLOC or HSP key(s) along with your lock core(s), and remaining key(s) (to include all broken pieces) to the DoD Lock Program. One of our lock technicians will cut and serialize replacement key(s) and ship them back to your command.

For repair services, we can attempt to service/repair your HSP, if that is not possible, your command will need to order a replacement lock through DLA (FedMall). The Sergeant and Greenleaf (S&G) 833 HSP is still authorized for use as long as it is serviceable. However, the S&G Model 951 HSP is the only HSP that is still in production.

Once an HSP is no longer serviceable, it will need to be sent to NAVFAC EXWC (SH22/DoD Lock Program) for DEMIL. TUFLOC cores cannot be serviced and should be sent to us for DEMIL only. Your command will then need to order new TUFLOC replacements.

If you require assistance contact the DoD Lock Program Technical Support Hotline: (800) 290-7607, (805) 982-1212, (mobile) (805) 844-8609, or DSN (312) 551-1212.



BLACK LABEL PHASE-OUT PLAN

The General Services Administration (GSA) "Black Label" containers and vault doors were produced from 1954 to 1989. All of the "Black Label" containers and vault doors are past their expected lifecycle, and many are showing signs of wear and breakage that can cause failures. These failures can result in life safety issues, security issues, operational impacts, and expensive lockouts. Many of the original manufacturers are no longer in business and proper repair parts are often unavailable.

Agencies can easily identify the GSA-approved containers and vault doors produced during this timeframe by the silver and black GSA approval label on the outside of the cabinet or vault door, or by the certification labels and manufacturing dates located on the control drawer body or on the inside of the vault door.

Information Security Oversight Office (ISOO) has determined that agencies must discontinue use of all GSA-approved security containers and vault doors manufactured from 1954 through 1989 ("black labels") to store classified information and materials. GSA has issued the following phase-out chart as a guide to help agencies develop their acquisition plan.



LOCK EXTENSION APPLICATIONS

	Black Label Phase-out Plan Chart						
GSA Class	Fed Spec	Rev.	Years Produced	Years of Service	End of Service		
1	AA-F-357	A-F	1968-1982	46-60	1 October 2028		
2	AA-F-357	A-F	1954-1970	50-70	1 October 2024		
3	AA-F-358	A-F	1956-1968	52-69	1 October 2025		
4	AA-F-358	A-F	1956-1968	52-69	1 October 2025		
5	AA-F-358	A-F	1968-1989	31-60	1 October 2028		
5	AA-F-363	A-B	1963-1989	57-65	1 October 2028		
5	AA-D-600	A-B	1963-1989	57-65	1 October 2028		
6	AA-D-600	A-C	1963-1989	57-65	1 October 2028		
6	AA-F-358	A-F	1968-1989	52-60	1 October 2028		

Note: GSA-approved black label vault doors are in the process of an "End of Service" extension to 2035 based on agency input.

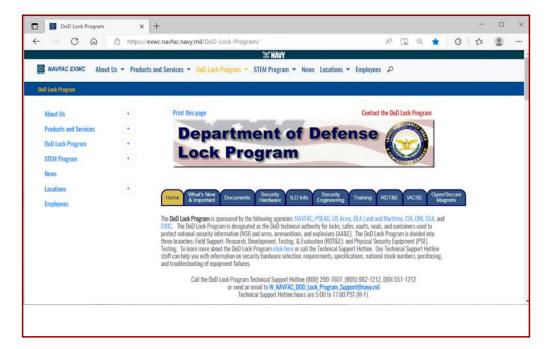
Containers shall be decommissioned for use by the stated end of service date and should be destroyed in accordance with the appropriate destruction guidance for each agency.

If you have further questions, contact the DoD Lock Program by email at **W_NAVFAC_DoD_Lock_Program_Support@navy.mil**, or call 1-800-290-7607, 1-805-982-1212, or DSN: 551-1212.



Example of Black Label

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The new DoD lock Program URL is: https://exwc.navfac.navy.mil/go/locks. Although the old URL (https://www.navfac.navy. mil/go/locks) will still work, you should update your bookmarks to reflect the new one.

The look and feel is different, but the content is the same. The paths (links) to individual web pages have changed, but the new web site navigation tree is very similar to our old menu tree with a few changes in page names.

For any questions or issues, call the DoD Lock Program Hotline at: 1-800-290-7607, 1-805-982-1212, or DSN: 551-1212.



OPTIONAL FORM 89 - REQUIRED USE

What is the Optional Form 89 (OF89) used for? Optional Form 89 is a form used to track and document maintenance conducted on GSA certified security containers and vault doors. Many Special Security Officers (SSOs) and Security Managers interpret "optional form" to mean that they have an option to use the form or not use the form. However, FED-STD-809D para 4.1.1 reads "Inspection records. container/vault door custodians will make a record of each inspection (Operational Visual Inspection Checklist, Table 2) and/or type of maintenance (OF89) afforded each container in use. All forms and inspection records should be stored in the container control drawer or in the Facility Security Office for the life of the container as local policy dictates." Furthermore, FED-STD-809D, Para 5.3 reads: "Container Service Record. Whenever a security container is serviced or repaired, the work must be documented using Optional Form 89, Security Container Records Form."

The OF89 is completed and maintained by the SSO, Special Security Representative (SSR), Security Manager, or container custodian, not the individual performing the maintenance. The individual performing the maintenance (i.e., locksmith, civil engineering personnel) may complete the appropriate fields of the form that pertain to maintenance or repairs performed. However, the responsibility of completing the OF89 when maintenance is performed rests with the container custodian.

Our DoD Lock Program Field Support Teams performing lifecycle maintenance rarely find commands using the OF89. An example of what should be documented on the OF89 is replacement of an older lock (X-07) with a newer lock (X-10). This action should be documented as a lock replacement.

Other examples of maintenance documented on the OF89 would be repairing a drawer rail, replacing a faulty drawer handle, reinspection of a GSA certified container, annual inspections, etc. The most common entry on the OF89 would likely be replacement of a lock as previously described.

In short, the purpose of the OF 89 is to document all maintenance performed over the life of a security container or vault door in order to maintain the security integrity of the equipment.

NOTE: Air Force Instruction 16-1404 (Chapter 5, para 5.2.4.1.2) has been updated to direct that the OF89 replaces AFTO Form 36. Existing AFTO Form 36s should be retained in the container or with the vault door as a historical record. Currently the General Services Administration (GSA) is in the review process to implement updates to the OF89 to include a name change to delete the word "optional" from the title to avoid future confusion.



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Optional Form 89, Front and Back Views

SECURITY FACTS

A PHYSICAL SECURITY TECHNOLOGY NEWSLETTER

THE TUFLOC

TUFLOCs are a low profile locking systems utilized on board ships for Arms, Ammunition and Explosives (AA&E) lockers where the mounting surfaces are too small to fit a high security hasp (meeting MIL-DTL-29181 or MIL-DTL-24653) or an Internal Locking Device (ILD). The TUFLOC is only authorized by the U.S. Navy and U.S. Coast Guard, and is not authorized for use at shore based AA&E storage facilities¹.

TUFLOCs are manufactured by ESMET, Inc. and are offered in a variety of options. Only keyed differently 60-series TUFLOC models are authorized to protect AA&E. What differentiates the 60-series TUFLOCs from commercial use TUFLOCs is 60-series locks are investment cast from illium nickel super alloy and utilize government-restricted lock cylinders. TUFLOC 60-series models can be ordered through DLA's FedMall (https://www.FedMall.mil) using the following NSNs:

TUFLOC Model 60-1XR, NSN: 5340-00-144-7310

TUFLOC Model 60-2XR, Left Hand, NSN: 5342-00-145-0293

TUFLOC Model 60-2XR, Right Hand, NSN: 5342-00-144-7311

TUFLOC Model 60-3XR, NSN: 5342-00-144-7359

Replacement lock cylinders for the 60-series TUFLOCs are also available. Please contact the DoD Lock Program for details.

Only two TUFLOC operating keys are authorized for end-user use at any time.

If a key breaks or is damaged, a replacement key may be obtained from the DoD Lock Program by sending the TUFLOC cylinder with both operating keys and a high security padlock service request form (found on the DoD Lock Program website). Under no circumstances can a replacement key be issued for lost keys. If a key is lost, the lock must immediately be taken out of service and replaced.

For more information about TUFLOCs and additional services, please call the DoD Lock Program Technical Support Hotline: (800) 290-7607, (805) 982-1212, DSN 551-1212.

SOME THINGS ARE STILL FREE!

The DoD Lock Program is still offering two-sided "Open/Secured," magnetic signs to the DoD community free of charge. These signs include the Technical Support Hotline contact information and DoD Lock Program web address for quick reference to get the support you need for your security equipment. It's good practice to use these signs on containers or vault doors to provide a visual status to personnel in the area. Effective June, 1 2022 our website changed. To place your order, see the ad on our DoD Lock Program website home page, https://exwc.navfac.navy.mil/go/locks.



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DoD Lock Program: https://exwc.navfac.navy.mil/go/locks

¹ The United States Navy Conventional AA&E physical security policy manual (OPNAVINST 5530.13) states the TUFLOC is an approved locking device for AA&E "for shipboard use only."



LIMITED USE GSA-APPROVED SECURITY **EQUIPMENT**

A "limited use" paragraph was written into the recent revisions of Federal Specifications FF-L-2740B, Locks, Combination, Electromechanical (Paragraph 1.1.1) and FF-L-2890C, Lock Extensions (Pedestrian Door Lock Assembly Preassembled, Panic and Auxiliary Deadbolt) (Paragraph 1.1.1). The limited use paragraph requires that these GSA-approved products be sold only to the U.S. Government, U.S. Government contractors specifically authorized to purchase the products, or other organizations specifically authorized by the U.S. Government to use the products. Installation, maintenance, inventory, and neutralization of GSA limited use security equipment shall be conducted by U.S. citizens only, in accordance with Federal Standard 809D, Inspection, Maintenance, Neutralization and Repair of GSA-Approved Containers and Vault Doors.

Foreign Military Sales (FMS) of GSA "Limited Use" Security Equipment:

The "limited use" designation is to maintain U.S. Government oversight of the specified GSA-approved security equipment. This can be accomplished two ways when working with non-U.S. partners:

- 1. The U.S. agency shall purchase the "Limited Use" GSA-approved security equipment and issue this equipment as Government Furnished Equipment (GFE). The U.S. government agency shall maintain (i.e. perform maintenance, repairs, neutralization) the issued equipment during use and retrieve this equipment when no longer required. FMS shall use GSA Global Supply for procurement. These purchases shall include detailed notation of the intended use and include the U.S. Government sponsor.
- 2. Any FMS-related program that cannot maintain U.S. Government oversite of the limited use GSA equipment as stated above, shall contact GSA to obtain permission for the foreign agency to purchase the equipment. The GSA-approved container and other equipment purchased this way will be fitted with "Non-Limited Use" locking systems and shipped directly to the foreign partner. The foreign agency owns this equipment and is responsible for its maintenance and disposal.

Please contact the DoD Lock Program for assistance. \Box



STANDARD FORM (SF) 700 - SECURITY CONTAINER INFORMATION

You can prevent costly and time-consuming repairs to your GSA-approved container or vault by using the Standard Form (SF) 700. When a GSA-approved security container or vault cannot be opened because the combination is lost or forgotten, it must be forced open, repairs must be made, and the classified contents must be safeguarded until the repairs have been completed.

Details of the Form:

SF 700 is a three-part form consisting of an envelope with a tear-off tab and cover sheet. The cover sheet and face of the envelope provide space for information about the activity, container, type of lock, and the person to contact if the container has been left open. The tear-off tab is used to record the combination.

What to Do With the Form:

Once the cover sheet has been filled out, attach it to the inside of the control drawer or on the inside face of the vault door, with either tape or a magnetically-attached holder. Tear off the tab with the combination recorded, place it in the envelope, seal it, and turn it over to the security manager for storage.

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The DoD Information Security Program Requirement: In accordance with, DoD Manual 5200.01, Volume 3, Information Security Program: Protection of Classified Information, ALL DoD services and agencies shall use this form. According to Enclosure 3, Paragraph 10, sub-paragraphs a and b (pages 39-40):

- Use an SF 700 to maintain a record for each container, or vault or secure room door, used to store classified information.
- Update the form each time the security container combination is changed.
- Part 1 of SF 700 is not classified, but contains personally identifiable information (PII) that shall be protected.
- Seal Part 1 in an opaque envelope (not provided as part of the SF 700). Mark it "Security Container Information," and store it in accordance with SF 700 instructions.
- If the information must be accessed during non-duty hours and a new opaque envelope is not available to replace the
 opened one, the original envelope should be temporarily resealed, to the extent possible, until Part 1 can be placed in a
 new envelope the next working day.
- Part 2, when completed, is classified at the highest level of classification authorized for storage in the security container.
- Seal it and store it in accordance with SF 700 instructions. The classification authority block shall state "Derived From: 32 CFR 2001.80(d)(3))," with declassification upon change of combination.

How to order the form: Place your order using the National Stock Number (NSN): 7540-01-214-5372. U.S. Government Departments, Agencies, and Offices can place an order with either a government purchase card or AAC (Activity Address Code) for Standard Form (SF) 700 by:

- Calling GSA Global Supply at (800) 525-8027, or
- Visiting their website at https://www.gsaadvantage.gov.

NOTE: Government Contractors will need to have their Government Department, Agency, or Office sponsor their request before placing an order.

GSA-APPROVED CONTAINER AND VAULT DOOR INSPECTION GUIDE

The Air Force has an inspection requirement; it is the only service that requires periodic inspections on its GSA-approved security containers and vault doors, as well as open storage areas. This requirement is specified in DoD Manual 5200.01 Volume 3; DAF Manual 16-1404, Volume 3, Air Force Information Security Program, 3 December 2020, superseding AFI 16-1404, 29 May 2015.

Enclosure 3, Storage and Destruction, Section 10, Paragraph C (1) and (2) says that the responsible Wing Information Protection (IP) office shall train security assistants on the application of the Operational Visual Inspection checklist (Appendix 2 to Enclosure 3 of this Volume) (T-1). It says that security specialists will visually inspect security containers, open storage areas, and vault doors every five years using the checklist. Also, the Wing IP office shall assess reported discrepancies when they arise and determine if a GSA-approved technician is needed to repair the security container or vault door. If this is needed, it is beyond the inspection described in the appendix. (Continued to page 9)



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The inspection referred to in this Air Force Information Security Program can easily be accomplished by a security specialist with a little training. Keep in mind that this inspection is different from the one performed by a GSA certified technician/inspector, which is far more in-depth of an inspection. A GSA certified inspector is specifically trained and licensed from a school approved by GSA for this purpose. A GSA certified inspector may relabel a container or vault door with a General Services Approved label, whereas a security specialist following this checklist may not relabel a container or vault door. The main purpose of this inspection is to ensure everything is in good operating order every five years, and if the security specialist finds a suspected discrepancy, it is resolved before it becomes a problem.

Always remember to utilize the Optional Form 89, Maintenance Record for Security Containers/Vault Doors, to maintain records of the security container and vault door maintenance, repairs, and inspections while the container is in use. The Optional Form 89 should be kept in the container or vault door in an envelope attached to the back of the containers control drawer and on the back of a vault door. To perform this periodic inspection see the Operational Visual Inspection checklist (Appendix 2 to Enclosure 3 of this Volume). To access checklist, go to the DoD Lock Programs website, select the Documents link, and then the Directives and Guidance page. From there, you can download the manual, which includes the checklist from the Air Force section.

If you have questions regarding the details of the inspection, contact the DoD Lock Program at 1-800-290-7607, 1-805-982-1212, or DSN: 551-1212.

SECURITY EVENTS

ALOA SECURITY PROFESSIONALS ASSOCIATION, INC.

What: ALOA 23

Where: Orlando Hilton, Orlando, Florida

When: August 6-12, 2023

Website: https://www.aloa.org/

SAFE & VAULT TECHNICIANS ASSOCIATION

What: SAFETECH 23

Where: Atlantis Resort, Reno, Nevada

When: April 17-22, 2023
Website: http://savta.org/

DoD LOCK PROGRAM TRAINING

Training Topics: FF-2740/FF-2937/FF-L-2890

Location: Bldg. 1100, Room D-100-C, NBVC, Port Hueneme, CA

When: February, May & August 2023

Cost: DoD & Military - \$206.78 / CTR - \$225.17

Watch for the DoD Lock Program class schedule on our website at: https://exwc.navfac.navy.mil/DoD-Lock-Program/Training/Contact the Training Coordinator at: W_NAVFAC_DoD_Lock_Program_TC@navy.mil or cell phone: 1-805-407-5065.

DOD LOCK PROGRAM'S FF-L-2740B LOCK TRAINING

The DoD Lock Program offers training on electromechanical combination locks that meet Federal Specification FF-L-2740B. Security professionals that would benefit from this training include; Facility Security Managers (FSOs), Special Security Officers (SSOs), Special Security Representatives (SSRs) and Custodians. This entry-level class focuses on installation, operation, and troubleshooting. No prior experience with locking systems is required for enrollment. Students perform hands-on installation, operations, and troubleshooting on a variety of applications that pertain to their work environment.

- Kaba Mas X-10 / CDX-10 Course: Two-day course focuses on installation, maintenance, and troubleshooting.
- Sargent & Greenleaf (S&G) Model 2740B Course: One-day course focuses on installation, maintenance, and troubleshoot.
- Pedestrian Door Lock Assembly FF-L-2890: Under development, scheduled to be available late FY 23.

All courses provide detailed instruction for the removal of existing locks: *Mechanical locks (S&G 8500 and Mosler 302) Mas Hamilton X-07 and X-08, Kaba Mas X-09 locks; Pedestrian door locks (removal of CDX-09 and installation of the CDX-10).*For more information, see our website at:

https://exwc.navfac.navy.mil/DoD-Lock-Program/Training/

Or e-mail the training coordinator: W_NAVFAC_DOD_Lock_Program_TC@navy.mil.

Classroom scheduling details:

- Class size is limited to 10 students
- · Mobile training team is available
- Instructors are factory certified
- · Students must be U.S. citizens
- No security clearance is required to attend training

FREQUENTLY ASKED QUESTIONS

- Q. How do I replace an FF-L-2740B compliant combination lock if it fails under warranty?
- A . If purchased through DLA or GSA, contact the DoD Lock Program Technical Support Hotline (see info at bottom of the page). Do not contact the manufacturer. Warranty claim and tracking procedures have been formulated and replacement parts are available. Warranties do not address product misuse.
- Q . Are the locks on secure room doors and on containers located inside the secure rooms required to meet FF-L-2740?
- A Yes. According to DoD Manual 5200.01, Volume 3 (page 35, paragraph 2): "...combination locks on vault doors, secure rooms, and security containers protecting classified information shall conform to Federal Specification FF-L-2740..."



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SECURITY ENGINEERING PLANNING ASSISTANCE TRAINING



The Security Engineering Planning Assistance Training (SEPAT) course is designed to meet DoD Mission Assurance Assessment Benchmark SE-7 Security Engineering Training.

This course also covers other UFCs applicable to design strategies and the DoD Facilities Planning Manual, all of which are required per DoDI 2000.12, DoD Antiterrorism (AT) Program, Sections 17.I and 18.g.

For course information, go to: https://app.prod.cetars.training.navy.mil/cantrac/vol2.html.

Search using course number: S-830-3000

To register, send an email to: NAVFAC_CI8_SEP@navy.mil.

Latest training dates can be found at:

https://exwc.navfac.navy.mil/go/locks, then select the Security Engineering link.

Mobile Training Team (MTT) requests are welcome.





PRE-ENGINEERED EXPLOSIVE MAGAZINES

NAVFAC EXWC has issued a technical data sheet (TDS), TDS-NAVFAC EXWC-SH-2206, dated June 2022, as an update to TDS-2078-SHR, issued June 2001.

This TDS describes the features and advantages to a pre-engineered explosive magazines as an alternative to permanent conventional construction for the storage of fuses, detonators, small arms ammunition, and pyrotechnics. This TDS is the result of collaboration of subject-matter experts in this field and addresses relevant information not previously documented. To reference this updated TDS, go to our website at: https://exwc.navfac.navy.mil/go/locks.

DEPARTMENT OF DEFENSE LOCK PROGRAM



DOD LOCK PROGRAM

The objective of the DoD Lock Program is to provide technical and management support for research, development, test, and evaluation of locking devices and related security systems used by the DoD. As such, the Program staff has considerable knowledge, skills, and abilities related to locking devices and security systems that can be of substantial value in providing guidance, solutions, and information on these products. The Technical Support Hotline is structured to provide quick and accurate answers to technical questions on hardware selection, requirements, training, specifications, stock numbers, and troubleshooting of equipment failures. The Hotline personnel are also knowledgeable on many other types of security equipment such as vehicle barriers, magazine doors, emergency destruct equipment, etc., and can often provide immediate guidance or at least get you headed in the right direction. Please call us today.

FOR ASSISTANCE OR INFORMATION CALL:

Technical Support Hotline:

Phones: 1-800-290-7607; 1-805-982-1212; DSN 551-1212

FAX: 1-805-982-1253; DSN 551-1253 or e-mail:

W_NAVFAC_DoD_Lock_Program_Support@navy.mil

Please leave a commercial number for return calls.

Training Coordinator:

1-805-982-4657; DSN 551-4657 or e-mail:

W_NAVFAC_DoD_Lock_Program_TC@navy.mil

Field Support Program Manager:

1-805-982-3558; DSN 551-3558 or email

W_NAVFAC_DoD_Lock_Program_Manager@navy.mil

DoD Lock Program Director:

1-805-982-2673; DSN 551-2673

W NAVFAC DoD Lock Program@navy.mil



You Save Time & Money When You Purchase Equipment from the Defense Logistics Agency

DLA Land and Maritime, Industrial Hardware, Columbus, OH sells a variety of physical security equipment (PSE). PSE available through the DoD Lock Program website includes

products required for the protection of classified materials, and weapons and ammunition. Locate the PSE you need from our website. A DLA icon (shown to the right) next to the item indicates that it



is available from DLA. Call the Technical Support Hotline to find out more about DLA and the products they sell.

DoD LOCK PROGRAM WEBSITE:

Remember to add the DoD Lock Program website home page to your favorites. You can find it at: https://exwc.navfac.navy.mil/go/locks.

SECURITY FACTS

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Naval Facilities Engineering Systems Command Engineering & Expeditionary Warfare Center (NAVFAC EXWC)

Physical Security Technology Division DoD Lock Program 1100 23rd Avenue Port Hueneme, CA 93043-4370

Subscribe to SECURITY FACTS newsletters: If you would like to subscribe to the Security Facts newsletter, send an email to: W_NAVFAC_DOD_Lock_Program_Support@navy.mil. Include your name, address, phone, FAX, DSN, and email address. Enter "Subscribe to Security Facts" in the email subject field. Or you may call our Technical Support Hotline at: 1-800-290-7607; 1-805-982-1212; DSN: 551-1212.