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**OFFICE OF THE INSPECTOR GENERAL  
NATIONAL SECURITY AGENCY  
CENTRAL SECURITY SERVICE**

Date: 16 January 2013

**To:** Chief, D14 [redacted]

**From:** Investigator [redacted]

**Subject:** Misuse of Government Resources

**File No:** IV-12-0100

**Precedence:** Routine

**Purpose:** To provide a summary report of investigation and to refer this matter to the Maryland Procurement Office (MPO) and Special Actions in the Associate Directorate for Security and Counterintelligence (ADS&CI) for review and any action deemed appropriate.

**Details:**

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**I. (U) Background:**

(U//FOUO) [redacted] is a contractor affiliate with [redacted]. [redacted] NISIRT detected misuse on [redacted] unclassified account between 5 and 9 June 2012.

(U//FOUO) The NSA/CSS Information Security Incident Response Team (NISIRT) assigned tracking number [redacted] to this violation. NISIRT provided the activity report to the Office of the Inspector General on 12 June 2012.

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(b) (6)**II. (U) Issue(s):**

(U//FOUO) Did [redacted] misuse his Agency sponsored unclassified accounts and U.S. Government resources?

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~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~**III. (U) Applicable Standard(s):****(U//~~FOUO~~) NSA/CSS Policy 6-6, "USE OF UNCLASSIFIED INFORMATION SYSTEMS SUCH AS THE INTERNET," Responsibilities Section:**

25. (U) All Users shall:

[...]

n. (U) Use good judgment and common sense when accessing and/or communicating on unclassified ISs;

[...]

**(U//~~FOUO~~) NSA/CSS Policy 6-4, "CONTRACTOR USE OF GOVERNMENT INFORMATION SYSTEMS," Policy Section:**

3. (U) Personal use of Government ISs by contractor personnel is prohibited except for brief, infrequent communications to take care of unavoidable personal matters (e.g., contacting a spouse, dependent, or individual responsible for their care; scheduling a physician's appointment or car maintenance; etc.). This limited exception to the personal use prohibition applies only when

- a. the communication could not have reasonably been made at another time (e.g., the physician is only available during working hours),
- b. the communication does not adversely affect the Agency mission or reflect poorly on the Agency,
- c. the communication does not result in other than minimal expense to the Government (e.g., the call is local, toll-free, or charged to a personal telephone calling card),
- d. time spent using the Government IS for personal use is not billed to the contract, and
- e. the communication is of a non-commercial nature.

(U) This exception does not permit any personal commercial use of Government ISs (e.g., use in conjunction with a contractor employee's personal business activity for financial or other gain).

....

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~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~**IV. (U) Investigative Activity:**

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**A. (U//~~FOUO~~) NISIRT Forensic Analysis**

(U//~~FOUO~~) A NISIRT Network Analyst provided the OIG with a very small sampling of  activities on the unclassified network using Government resources. Edits were made for readability purposes.

06/04/2012 06:38:44



06/04/2012 07:03:55

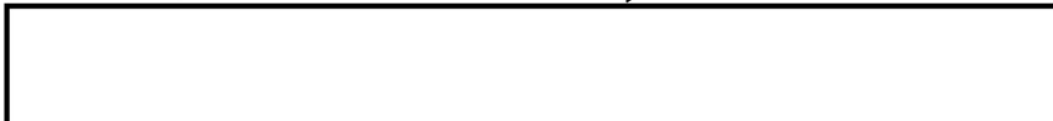


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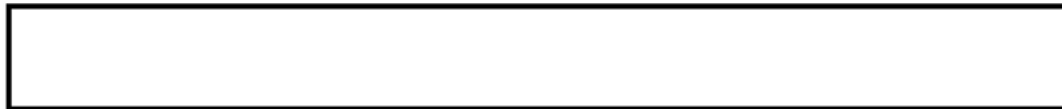


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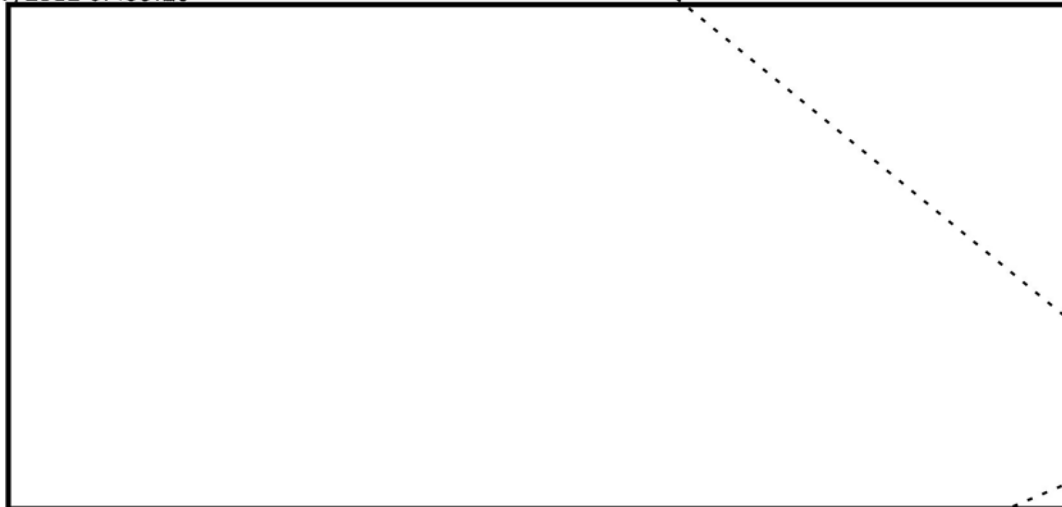
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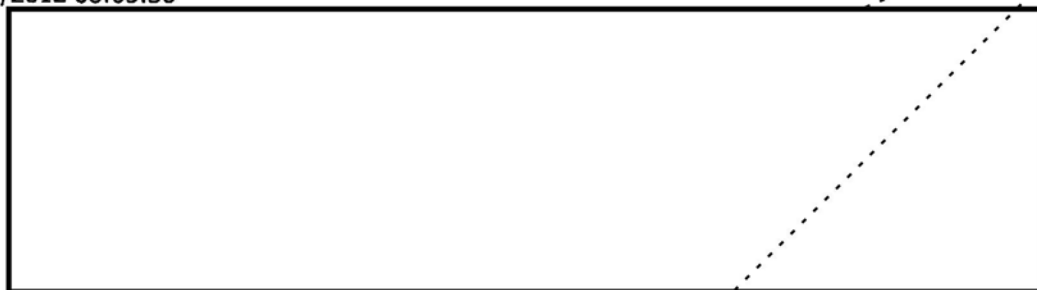


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(U//~~FOUO~~) NISIRT provided the OIG with the amount of time [redacted] spent on non-work related activities from 5 to 9 June 2012. See below for the time estimated per day.

Date	Time Spent
6/5	3:06 hours
6/6	3:44 hours
6/8	4:02 hours
6/9	2:57 hours

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#### B. (U) Interview of [redacted]

(U//~~FOUO~~) On 15 January 2013, the OIG interviewed [redacted]. He admitted to the non work related activity on the unclassified network but was unaware of the policies regarding personal use by contractors. [redacted] is a [redacted].

[redacted]  
[redacted] His non work related activities are completed  
[redacted] During late summer and over the holidays, the  
[redacted] and more time is available for personal use.

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(U//~~FOUO~~) After the interview, [ ] was provided information in an email regarding the current policy and guidance. He was asked to respond to the OIG with regard to his intent to follow the policies in the future. Later that day, [ ] responded, stating "Good afternoon. I have reviewed the policies and guidance you sent and will adhere to them in the future. Thank you for your time and understanding; it was a pleasure meeting you."

V. (U) Analysis and Conclusion:

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(U//~~FOUO~~) Forensic evidence indicates [ ] misused his Agency sponsored Unclassified account and U.S. Government resources. [ ] failed to exercise good judgment and used Agency systems in a manner that would reflect negatively on the Agency. His actions were in violation of the NSA/CSS Policies 6-6 and 6-4.

VI. (U) Recommendation(s):

(U//~~FOUO~~) In accordance with the above, this case should be closed and this summary memorandum provided to the MPO and Special Actions, ADS&CI, for review and any action deemed appropriate.

cc:  
IV-12-0100  
OGC

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