



DEPARTMENT OF THE AIR FORCE
UNITED STATES AIR FORCE SPECIAL OPERATIONS SCHOOL (AFSOC)



20 Nov 2024

MEMORANDUM FOR RECORD

FROM: USAFSOS COMMANDANT

SUBJECT: Use of Portable Electronic Devices (PEDs) in Building 90503

References: (a) AFSSI 7702, *Emissions Security Countermeasures*
(b) Department of the Air Force Manual 16-1404, Vol 1
(c) Department of Defense Manual 5200.01, Vol 1
(d) AFMAN 17-1301, *Computer Security (COMPUSEC)*
(e) NSA Medical Device List Guide
(f) NSA Approved Medical and PED List

1. "Portable electronic device" (PED) is a generic term for non-stationary electronic devices with the capability of recording, storing, and/or transmitting information. This includes, but is not limited to Personal Digital Assistants (PDAs), cellular/personal communications service phones, two-way pagers, Mi-Fi, smart watches/jewelry, audio/video recording devices such as GoPros, and hand-held/laptop computers.

2. Use of PEDs, regardless of ownership (personal, contractor, or government), is not authorized unless specifically exempted by this policy. If not exempted, the PED shall be left with Student Support in a silenced configuration. The following guidelines will be adhered to without exception:

3. Requirements:

a. Before classified materials are displayed, discussed, or processed, all PEDs will be removed from classrooms or conference rooms IAW AFSSI 7702, *Emission Security Countermeasures Review*. The only exception to this requirement are PEDs and medical devices listed on NSAs approved lists and USAFSOS-owned unclassified laptops used to conduct course instruction or presentations. These laptops are configured appropriately and are authorized to be in a mixed classified environment.

b. The permanent exclusion zone is on the 2nd floor, extension side of building 90503, outside of rooms 201E and 203E. Personnel shall not roam or loiter in the hallway with a PED. Low-powered device users that are moving/traveling (non-stationary) through the area and breach the 1-meter area boundary present a low TEMPEST risk as long as they clear the area expeditiously.

c. Periodic exclusion zones exist whenever and wherever classified information is processed or discussed on a temporary basis. "Classified in Use" signs shall be illuminated, or signs shall be visibly posted outside of classrooms or offices processing/discussing classified material.

d. No equipment shall be moved without the approval of the USAFSOS IT department to verify TEMPEST compliance.

e. To have a PED in the building, all personnel (students and guests) shall accept and agree:

(1) That PEDs discovered during classified processing/discussion, regardless if the device was on or off, become Air Force property and shall be surrendered to the Course Director, an ISSO, Security Manager, or Commander. An investigation shall determine if the device can be returned.

(2) That audio or video recording of courses is prohibited to ensure protection of any proprietary material in the speaker's presentation, and to mitigate the possibility of sensitive audio, imagery, or data contaminating the device or involuntarily/voluntarily released to the public.

(3) To clear a classroom or office of PEDs before any classified is processed/discussed.

(4) To disable "Mi-Fi" or wireless hotspots on their devices. If unable to disable these functions, leave the device at Student Support.

4. C-ISP wireless access points ("USAFSOS_Guest" Wi-Fi) are installed throughout the building for user quality-of-life connectivity. These may be used in support of academics when the risk is accepted for that course by the Commandant and approval is documented in the course syllabus.

5. The Dean and Course Director shall carefully consider the risk and need for PEDs in a course. If approved by the Commander, the course director shall continuously monitor course proceedings to ensure no classified information is talked-around or overtly discussed.

6. Configuration of AFSOC-issued electronic flight bags (EFB) must be verified and approved by USAFSOS a Security Assistant, AV, or IT personnel before being allowed inside a classified environment. Wireless, Bluetooth, microphones, and cameras must be disabled, and the camera lens must remain covered at all times.

7. Violations to policy: If found in violation of this policy, USAFSOS may take the following actions:

a. Confiscate the device.

b. The student may be removed from class for the remainder of the course and possibly prohibited from attending other courses in the future.

c. Device may be provided to the USAFSOS IT Lead for investigation and disposition with concurrence of the USAFSOS/CC.

d. USAFSOS/CC may notify the member's commander regarding the violation(s).

e. Punitive actions for failure to comply with this policy will result in administrative, disciplinary, criminal, and/or other appropriate actions.

8. Courses at locations other than Bldg. 90503 will adhere to the owning agency protocols for PED use.

9. Refer all further inquiries to the IT Lead, Mr. Gil Lujan, at DSN 579-5207.

CLAYTON M. PASCO, Lt Col, USAF
Commandant