

University of Washington – Applied Physics Laboratory (UW-APL)

Security Office: Points of Contact

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| FSO: Mr. Benjamin Adams Email: badams2@uw.edu SIPRNeT: badams@apl.uw.edu Phone: 206-543-1315 | Sec Mgr: Mr. Andy Dietrich Email: adietr@uw.edu SIPRNeT: adietrich@apl.uw.edu Phone: 206-543-8452 |
| ISSM: Mr. Allan Cortez Email: allanctr@uw.edu SIPRNeT: acortez@apl.uw.edu Phone: 206-543-8341 | |

Classified Visit Authorization Requests (VAR's):

The University of Washington uses DISS for visit requests

Please provide the following information:

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| Incoming- to the UW/APL from another Organization | |
| Facility Name: University of Washington Facility Location: 1013 NE 40th St, Seattle WA 98105 Facility SMO: 1HEX54 | Meeting POC/ Host (First and Last): POC Phone: POC Email: Date(s) of Visit: Purpose/ Reason for Visit: Will you be presenting classified information? |

If the sending organization does not have or use DISS:

- Attendees Security Office may fax the visit requests (in accordance with the NISPOM) in advance of the meeting to 206-897-5242.
- Notify the FSO at secinfo@uw.edu or 206-543-1315, before faxing to ensure the protection of the visitors PII

Transmitting Classified Material to the UW/APL:

**The UW-APL is authorized to accept: USPS/ FedEx/ Hand Carried/
Electronic Messages**

| Physical | | |
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| | Classified Address | Labeling |
| USPS (Priority/ Overnight/Registered) | 1013 NE 40 th St, Seattle WA 98105 | Inner: Name of Person Material is For Outer: ATTN: Security/ Document Control |
| FedEx (No Weekend Deliveries) | 1013 NE 40 th St, Seattle WA 98105 | Inner: Name of Person Material is For Outer: ATTN: Security/ Document Control |
| Hand Carry | Follow NISPOM or Facility procedures Sending office must coordinate before sending with the UW-APL Security Office | |
| Electronic/ Digital | | Notification |
| | | |
| SIPRNet Email (if email size with attachment is less than 2GB) | <u>ASK POC FOR THEIR EMAIL ADDRESS</u> ____@apl原因w.contractor.navsea.navy.smil.mil and Courtesy Copy (CC): security@apl原因w.contractor.navsea.navy.smil.mil | Please send an encrypted and digitally signed Unclassified email to the POC and APL FSO/ ISSM letting them know the message is on SIPR |
| AMERDEC SAFE (if the file is larger than 2GB) | SIPRNeT portal: https://safe.arl.army.smil.mil * Token is required for pickup – ensure that the recipient has a SIPRNeT token | Please send an encrypted and digitally signed Unclassified email to the POC and APL FSO/ISSM letting them know the file will be sent via the SIPRNeT SAFE portal |
| Secure Voice (vIPer) | 110B: 206-543-6773 116: 206-543-9805 | Please coordinate the call with the POC and the security office. secinfo@uw.edu |

Questions? Contact secinfo@uw.edu or uwfso@uw.edu
OR call the Security Office at 206-543-1315 or 206-543-8452