

Remote Site Workstation System Requirements *Incident Tracking & Analysis Center (ITAC)*

The ITAC Network is operated and maintained by the Pacific Northwest National Laboratory (PNNL) for DOE, Office of Security & Safety Performance Assurance, Office of Security (SO). The ITAC Network is *only for the use of the DOE/NNSA and DOE/NNSA contractors* to electronically report Incidents of Security Concern. Access to the ITAC Network is through a Remote Workstation utilizing a TACLANE for secure communication:

Remote Workstation connection may be via stand-alone workstation or through a remote site classified network. Secure communication is accomplished via a TACLANE Classic IP/ATM Encryptor (KG-175)

Sites should work closely with their COMSEC and Network Administration personnel to ensure the appropriate equipment and cables are used and correctly connected. The ITAC Administrators are available to discuss remote communication to the ITAC Network. Please send any e-mail(s) with questions, comments, or lessons learned to ITAC@pnl.gov.

Sites need to consider the lead-time associated with the purchase/receipt of some of the required equipment. The lead-time for ordering a TACLANE is approximately 60 days from receipt of the purchase order by General Dynamics.

In order to establish a connection to the ITAC Network, a Remote Workstation must meet a set of minimum requirements. The Remote Workstation must be accredited to process up to and including Secret Restricted Data (SRD). Components for the Remote Workstation consist of an IBM-compatible PC, monitor, and secure communication. The following is a listing of the minimum requirement for an ITAC Remote Workstation.

IBM-Compatible PC:

- Pentium II 450
- 128 Mb RAM (256 Mb recommended)
- 5 Gb hard drive
- CD-Rom drive
- Network Interface Card (NIC) for TACLANE connectivity
- Monitor with 1024 x 768 resolution (17" recommended)

Software:

- Windows 2000 operating system with most current Service Pack
- Microsoft Office 2000 Professional with most current Service Pack
- Internet Explorer 5.x or above (included with Windows 2000)
- Anti-virus software (use Remote Site software; virus definition update at least quarterly)
- ITAC configuration CD (will be provided when ready to do local accreditation)

Secure Communication:

- TACLANE KG-175 (IP/ATM Classic recommended)
 - This will have to be ordered by your COMSEC personnel
- COMSEC account **must** have a Data Transfer Device (DTD)
 - Ensure you have the appropriate cables to connect DTD to the TACLANE, STE, and CPU (3 different cables) in order to download keying material
- Order Pre-Placed Key (PPK) material
 - This is a CLOSED PARTION
 - Initial order: 8+ weeks
 - Update order: 4 weeks
- The ITAC Network will use PPK Slot 37

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Optional Equipment:

- Printer
- Scanner
- Uninterruptible Power Supply (UPS)
 - *It is recommended the TACLANE be connected to a reliable UPS to help protect the TACLANE from a total loss of power due to a power surge/outage.*

The Remote Workstation must be capable of Remote Site local accreditation as a classified information system with the above listed minimum requirements. Your site's local accreditation is noted on the ITAC *Remote Site Workstation Addendum Plan* form which must be submitted to the ITAC before online access to the ITAC Network is granted.

CHECKLIST FOR CONNECTION TO THE ITAC NETWORK

1. Procure necessary equipment, software, and keying material.
 - a. Your Remote Workstation **must** at least meet the minimum system requirements above.
 - b. Ensure your local site's accreditation has been received.
2. Read the ITAC Master ISSP; pay special attention to Appendix A, *Remote Workstation Connection Addendum*.
3. The following forms must be completed. These forms are provided to you by the ITAC Administrators.
 - a. Each Remote Workstation must complete an ITAC *Remote Site Workstation Addendum Plan* to receive ITAC accreditation.
 - b. Each user must complete an ITAC *Account Request and Clearance Verification* and the ITAC *Code of Conduct*.
 - c. Mail all completed forms to:
ITAC Administrator
Pacific Northwest National Laboratory
PO Box 999, K8-58
Richland, WA 99352
 - ✓ All signatures **must** be completed by the noted Remote Site personnel.
 - ✓ The original signed forms **must** be returned to the ITAC Administrators.
 - ✓ Incomplete forms will be returned to the sender.
4. Once the completed forms are received by the ITAC Administrators and accounts established, an ITAC Administrator will contact you with your temporary password (and UserID if you did not provide one on your Account Request and Clearance Verification form).
5. For more information, our webpage is <http://www.pnl.gov/isrc/itac.stm>.