CPUC Checklist for Reviewing the System Security Plan

Rail Transit Agency: **Sacramento County Airport System** Rev. No.: 5

Plan Title: **SMF APM System SSP** Plan Date: July 2010

No.	CHECKLIST ITEM	PLAN REQUIREMENTS Does the plan contain or provide for the following:	INCLUDED Y	INCLUDED N	PAGE REF.	COMMENTS
1	Policy Statement	a. A policy statement should be developed for the System Security and Emergency Preparedness Plan.	X		1	Section 1.1
		b. The policy statement should describe the authority that establishes the SSP, including statutory requirements. Recognition of the CPUC staff's authority and responsibility for overseeing implementation of the security and emergency preparedness program.	X			
		c. The policy statement is signed and endorsed by the rail transit agency's chief executive.	X		2	Signed by SCAS Director
2	Purpose	a. The SSP should identify the purpose of the security program endorsed by the agency's chief executive.	X		3	Section 1.2
		b. The SSP should introduce the concept of "system security."	X			
		c. The SSP introduces the concept of "emergency preparedness."	X			
3	Goals and Objectives	a. The SSP should identify the goals of the SSP program endorsed by the agency's chief executive.	X		3	Sections 1.3, 1.4
		b. The SSP should identify the objectives of the SSP program endorsed by the agency's chief executive.	X			
4	Scope	Describe the scope of the SSP.	X		5	Section 1.5

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5	Security and Law Enforcement	Describe the security and law enforcement functions that manage and support implementation of the SSP.	X		5	Section 1.6
6	Management Authority and Legal Aspects	Describe the authority, which oversees the operation and management of the rail transit agency, including its security/police function.	X		5	Section 1.7
7	Government Involvement	Describe how the SSP interfaces with local, state and federal authorities to ensure security and emergency preparedness for the system.	X		6	Section 1.8
8	Security Acronyms and Definitions	Provide a listing of acronyms and definitions used in the SSP.	X		6	Section 1.9
9	Background and History	A description of the agency including general overview, a brief history and scope of rail transit services provided.	X		7	Section 2.1
10	Organizational Structure	Organizational charts showing the lines of authority and responsibility as they relate to security and emergency preparedness.	X		8	Section 2.2
11	Human Resources	Provide a categorization and breakdown of all employees and contractors who work for/on the rail transit agency.	X		9	Section 2.3
12	Passengers	Provide a description of the rail transit agency's ridership.	X		10	Section 2.4
13	Services and Operations	Describe the rail transit agency's operations and services.	X		10	Section 2.5

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14	Operating Environment	Describe the rail transit agency's operating environment.	X		10	Section 2.5
15	Integration with Other Plans	Describe how the SSP integrates with other plans and programs maintained by the rail transit agency.	X		11	Section 2.6
16	Current Security Conditions	Description of the current security conditions at the rail transit agency and the types of security incidents experienced by the transit system and their frequency of occurrence.	X		12	Section 3.1
17	Capabilities and Practices	Summary description of methods and procedures, devices, and systems utilized to prevent or minimize security breaches, including passenger education, campaigns, and delay, detection, and assessment devices.	X		13	Section 3.2
18	Responsibility for Mission Statement	Identification of the person(s) responsible for establishing transit system security and emergency preparedness policy and for developing and approving the SSP.	X		17	Section 4.1
19	Management of the SSP Program	Identification of the person(s) with overall responsibility for transit security and emergency preparedness, including day-to-day operations, SSP-related internal communications, liaison with external organizations, and identifying and resolving SSP-related concerns.	X		17	Section 4.2
20	Division of Security Responsibility	a. Listing of SSP-related responsibilities of the personnel who work within the transit agency security/police function.	X		18	Section 4.3

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		b. Listing of SSP-related responsibilities of other departments/functions, including their relationship to the security/police function.	X			
		c. Listing of security-related responsibilities for other (non-security/police) rail transit agency employees, including their relationship to the employee's other duties.	X			
		d. A SSP Program Roles and Responsibilities Matrix should be developed showing interfaces with other transit system departments/functions and the key reports or actions required.	X			
		e. The responsibilities of external agencies for supporting SSP development and implementation should be identified.	X			
		f. The committees developed by the rail transit agency to address security issues should be identified.	X			Safety & Security Committee SSC
21	Planning	Identification of SSP activities and programs in place at the rail transit agency to support planning for system security and emergency preparedness.	X		25	Section 5.1
22	Organization	Identification of the organization of SSP-related activities and programs and the ability to coordinate with external response agencies.	X			
23	Equipment	Description of the equipment used to support	X			

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No	CHECKLIST ITEM	PLAN REQUIREMENTS Does the plan contain or provide for the following:	INCLUDED Y	INCLUDED N	PAGE REF.	COMMENTS
		implementation of the SSP program.				
24	Training and Procedures	Description of SSP-related training and procedures available to ensure employee proficiency.	X		28	Section 5.3.6
25	Exercises and Evaluation	Description of SSP-related activities to ensure the conduct of emergency exercises and evaluation.	X		28	Section 5.3.5
26	Threat and Vulnerability Identification	Description of the rail transit agency's activities to identify security and terrorism-related threats and vulnerabilities.	X		35	Section 7.1
27	Threat and Vulnerability Assessment	Description of the rail transit agency's activities to assess the likely impacts of identified threats and vulnerabilities on the system and to identify particular vulnerabilities which require resolution.	X		35	Section 7.2
28	Threat and Vulnerability Resolution	Description of how response strategies (both short- or long-term strategies) are developed for prioritized vulnerabilities, including the decision process used to determine whether to eliminate, mitigate, or accept security problems.	X		39	Section 7.4
29	Required Tasks for Goals and Objectives	Identification of tasks to be performed to implement the goals and supporting objectives required to implement the SSP.	X		46	

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30	Task Schedule	General schedule with specific milestones for implementation of the security program, threat and vulnerability analyses, staff security training, and regular program reviews during the implementation process.	X		44	Section 9.2
31	Evaluation	Description of the types of internal management reviews to be conducted, the frequencies of the reviews, and the person(s) responsible.	X		45	Section 9.3
32	Initiation of SSP Revisions	Description of process used to initiate revisions to the security plan, gather input for the revisions, procedures for updating the security plan, and identification of responsible person(s).	X		48	
33	Review Process	Description of the process used to review and revise the security plan as necessary, including frequency of reviews, and responsible person(s).	X		46, 48	Section 9.3.1, Section 10
34	Implement Modifications	Description of process used to communicate and disseminate new and revised procedures and other elements of the security plan to appropriate transit agency staff.	X		48	

The System Security Plan is

[X] Acceptable

[ ] Unacceptable. Revise and resubmit.

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Reviewed by Signature [signature] Date: 10/12/2010
Radio Dyvain/Utilities Engineer

Approved by Signature S.C. Artus Date: 11/1/2010
Name and Title STEVE ARTUS PROGRAM & PROJECT SPVR