

**Department of
Veterans Affairs**

Memorandum

Date: **JUL 28 2015**

From: Acting Deputy Under Secretary for Health for Operations and Management (10N)

Subj: Implementation of VA Physical Security Design Manuals

To: Network Directors (10N1-23)

1. The Department has published updated physical security and resiliency design manuals for "Mission Critical" and "Life-Safety Protected" facilities, dated January 2015, which establish mandatory minimum standards for all Veterans Health Administration (VHA) owned and leased facilities. Full compliance with both Physical Security Design Manuals (PSDM) is necessary to improve the level of protection provided to Veterans, staff and facilities and to fulfill VA's obligations as established by Executive Order, statute, and regulation, including Executive Order 12656 (November 1988), Public Law 107-188, Public Health Security and Bioterrorism Preparedness and Response Act of 2002 (enacted June 2002), and 38 USC Sec. 901.
2. Network Directors are to ensure full implementation of the provisions and requirements stipulated within the Manuals or obtain equivalencies/deviation approvals. The Manuals can be accessed at the following web addresses:

Mission Critical Facilities
<http://www.cfm.va.gov/til/PhysicalSecurity/dmPhySecMC.pdf>

Life Safety Protected Facilities
<http://www.cfm.va.gov/til/PhysicalSecurity/dmPhySecLS.pdf>
3. In instances where the facility cannot fully meet the standards/requirements, a deviation/equivalency request is to be submitted through the VISN, to the Office of Capital Asset Management and Engineering Support (OCAMES), for approval by the Deputy Under Secretary for Health for Operations and Management. OCAMES staff is available to assist in identifying the information needed for review and consideration of the request.
 - a. For project designs/leases obligated/solicitation posted after February 1, 2015, deviation requests must be submitted prior to completion of 35% of overall design or lease solicitation
 - b. Projects for which designs began prior to February 1, 2015, are in construction, or construction is completed- deviation requests must be submitted after completion of compliance assessment(s).

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- c. Leases for which solicitations were issued prior to February 1, 2015 and existing lease deviation requests must be submitted after completion of compliance assessment(s).
4. **Each facility is to update their Facility Master Plan with respect to the PSDMs within 18 months of the date of this memorandum.** The deliverables shall include an analysis of the facility's current compliance with the PSDMs and shall provide strategic recommendations for obtaining compliance. Master Plans shall focus on campus-wide issues not normally addressed by individual projects, such as perimeter security, existing stand-off distances, and resiliency issues such as fuel/water storage and redundant utility services. Facility Master Plans shall be retained by facilities for permanent record and made available to OCAMES upon request.
5. Incorporation of PSDM protection and resiliency measures into project designs and their construction/installation, or the processing of an exception/equivalency request, may impact project costs and timelines. Assessments of these impacts need to be accomplished at each phase of the project: conceptual/initial budgeting, SCIP project application, schematic/programming, design, and construction. Early interaction with OCAMES for clarifications, exceptions, alternate mitigations, requests for deviations/exceptions/equivalencies should minimize or alleviate any delays in project progress or the need for redesign/retrofit.
6. Questions should be directed to OCAMES via the "VHACO Phys Security Committee" mail group or Mr. Gary Krupa, Senior Electrical Engineer, at (402) 599-2104.



Janet P. Murphy, MBA

Attachment: Applicability of the Respective PSDM to a Given Project or Lease

1. "Applicable Requirements" shall refer to those standards/requirements of the PSDM which are limited to the systems or subsystems defined within the Scope of Work for the approved project.
2. Items not within the "Scope of Work" may be defined by element/feature/system or by the nature of work (cosmetic repair or enhancement of existing features versus replacement or upgrade). For example, an electrical upgrade project would not require the reinforcement of existing exterior walls against explosive blast effects at the prescribed stand-off distance; likewise, a "halls and walls" painting and carpeting project being cosmetic would not be required to address progressive collapse issues.
3. Projects for which designs began on or after February 1, 2015 are expected to fully comply with the standards/requirements of the appropriate PSDM.
4. Projects for which designs began prior to February 1, 2015, are in construction, or construction is completed are to be considered "existing facilities" and are expected, at a minimum, to fully comply with the standards/requirements applicable to existing facilities of the appropriate PSDM. Facilities are required to complete an assessment (s) of compliance. Remediation action plans must be developed within twelve months of the date of this memorandum to attain full standards/requirements compliance within 5 years thereafter.
5. Leases for which solicitations were not issued prior to February 1, 2015 are expected to fully comply with the standards/requirements of the appropriate PSDM.
6. Leases for which solicitations were issued prior to February 1, 2015 and existing leases are to be considered "existing facilities" and are expected, at a minimum, to fully comply with the standards/requirements applicable to existing facilities of the appropriate PSDM. Facilities are required to complete (an) assessment (s) of compliance. Remediation action plans must be developed within twelve months of the date of this memorandum to attain full standards/requirements compliance within 5 years thereafter.

Note: *Certified facility assessments shall be retained for permanent record and made available to OCAMES upon request.*