



UNITED STATES MARINE CORPS  
U.S. MARINE CORPS AIR STATION  
YUMA, ARIZONA 85369-5000

StaO 2250.1  
3NA2  
5 Apr 93

STATION ORDER 2250.1

From: Commanding Officer  
To: Distribution List

Subj: STU-III POLICY

Ref: (a) UM 4400.124  
(b) CMS 6 NOTAL  
(c) CMC WASHINGTON DC 191905Z DEC 91 NOTAL

1. PURPOSE. To provide information and guidance on the use and accounting of the Secure Telephone Unit Generation Three Type 1 (STU-III) terminals aboard Marine Corps Air Station, Yuma, Arizona.

2. BACKGROUND. When keyed, the STU-III terminal provides a significant increase in day-to-day secure voice/data capability. The STU-III program was implemented to provide a readily available telephone for the protection of classified and sensitive information. As a minimum, sensitive information includes all information which relates to operations, plans, system acquisition, logistic support and personnel management. Once the STU-III terminal is filled with keying material, and the appropriate Crypto Ignition Key (CIK) is inserted, it assumes the same classification as the keying material, i.e., TOP SECRET, SECRET, or CONFIDENTIAL. Appropriate safeguards must be in effect. NO STU-III TERMINAL WILL BE LEFT UNATTENDED WITH THE CIK INSERTED. When the CIK is removed, the STU-III terminal (filled or not) is an unclassified, controlled cryptographic item (CCI) of accountability legend code 1 (ALC 1), and shall be protected like any other high value item. CCI is a term used to identify equipment and certain ancillaries which are used to encrypt or decrypt information. The equipment itself is not classified. However, due to its capabilities it is controlled and protected through the COMSEC material system. ALC 1 equipment is centrally accountable by accounting (serial/register) number throughout its lifespan, from production to destruction.

3. INFORMATION

a. GENERAL. The STU-III has replaced designated telephone devices throughout the Station, allowing for both plain and ciphered transmissions in a normal office environment utilizing the STU-III's own unique CIK.

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b. PROCEDURES

(1) For employment the STU-III is a sophisticated electronic device, CCI, capable of providing both PLAIN and COVERED telephone conversations. It is NOT a military rugged piece of equipment and is intended for use within a normal office environment under the same conditions as any other telephone.

(2) For operation the STU-III may be utilized in the Plain Old Telephone (POT) mode employing a variety of special features, or in the Cipher (COVERED) mode with the employment of its unique CIK. Following installation and POT verification of the device by the Telephone Office, the user or Local Holder Custodian must contact the appropriate CMS Custodian to acquire the designated keying material and generation of the appropriate CIK for their STU-III. CIK filling and generation is accomplished by following a series of user friendly prompts displayed on the STU-III's Liquid Crystal Display (LCD) screen. Additional assistance in initiating a fill with keying material may be obtained by contacting the Local Holder Custodian, or the appropriate CMS Custodian.

(3) When relocation (to include removal) of an installed STU-III becomes necessary, an appropriate Telephone Service Request (TSR) will be submitted to the Station Telephone Officer via the appropriate Custodian and Telephone Control Officer requesting relocation of the device. The TSR must be signed by the appropriate Local Holder or CMS Custodian. Removal or relocation of a STU-III without prior approval by the Station Telephone Officer is unauthorized.

(4) When maintenance is necessary, as with any telephone instrument, suspected telephone problems should be reported to the Station Telephone Trouble Desk, extension 2451, for resolution. If telephone personnel determine that the STU-III is faulty, the user will be asked to notify the appropriate Custodian to effect a one-for-one STU-III replacement. The faulty device will be disconnected and a standard telephone for routine telephone business will be connected. The faulty STU-III will remain in the user's possession until returned to the appropriate Custodian. The faulty device must be returned by the Custodian, after being zeroized, to the Station Telephone STU-III Comsec Account (SCA) with all ancillary equipment and, preferably the unit's own packing container, for shipment to the appropriate repair facility. Unauthorized attempts at maintenance on a STU-III or failure to zeroize a STU-III prior to turn-in are reportable security compromises, and must be reported to the appropriate Security Manager.

(5) For transportation, Type 1 STU-III terminals must be unkeyed during shipment. Under no circumstances may CIKs associated with a terminal be shipped in the same container. In no instance may

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seed or operational keys be included in the same carrying case, container, or shipment as Type 1 STU-III terminals. Guidance on acceptable means of transportation for the STU-III terminals has been published in MCBul 2280 series. Individuals who are authorized to use the Type 1 STU-III terminals may also transport it and associated CIKs. However, the CIKs must be appropriately packaged and protected by that individual separately from the terminal, normally by carrying in a separate container or on the individual's person.

#### 4. ACTION

##### a. COMMANDING OFFICERS/DEPARTMENT HEADS

(1) Ensure appropriate safeguards are in effect for filled STU-IIIs with a CIK inserted.

(2) Current STU-III terminals were not designed for field use. Deploy only terminals needed to meet operational requirements. Repair costs for STU-IIIs damaged as a result of field use will continue to be borne by the using unit.

(3) Coordinate evacuation and repair of inoperable terminals with the Station Telephone Office.

(4) Report any security violation(s) as appropriate. Station commands, departments and sections only: report security violations to the Station Security Manager. FMF tenant commands only: report security violations per your established procedures.

(5) Station Commands, Departments, and sections only:

(a) Ensure Local Holder Custodians are appointed in accordance with reference (b) to maintain positive control of all STU-III assets. Report these Custodians to the Station SCA Custodian.

(b) Conduct semi-annual inventories of STU-III terminals and CIKs. Report results to Station SCA Custodian and Station CMS Custodian respectively.

(c) Ensure any change to the terminal location or holder of the CIK is reported to the Station SCA Custodian and CMS Custodian respectively. Once installed by the Station SCA in the assigned office space, the STU-III will not be removed to a tactical or field environment without the written approval of the Communication Data Electronics Officer (Code 3NA2). Specific tactical requirements which employ the STU-III should be addressed to Communication Data Electronics Department (Code 3NA2), via the appropriate Local Holder Custodian.

(6) FMF Tenant Commands only: Receive the SF-153 transfer of STU-III terminals from the Station Telephone SCA to your CMS account.

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Account for the terminals to both garrison property/CMS accounts in accordance with references (a) through (c).

(7) Users are directly responsible for the STU-III terminal, CIK, associated cabling/equipment, and local security of all STU-III materials in their possession.

b. STATION TELEPHONE OFFICER/SCA CUSTODIAN

(1) Control and manage the STU-III Comsec Account for MCAS Yuma. Submit Defense COMSEC Management System (DCMS) inventories and reports as required.

(2) Continue to receipt for, install, and provide maintenance support for STU-IIIs shipped to the SCA account. An SF-153 will be sent to the originator of the shipment (vendor) with a copy sent to DCMS upon receipt of shipped STU-IIIs. Provide asset information to the Marine Corps Property Officer (MCPO) to induct STU-IIIs into the garrison property accountability system.

(3) Transfer STU-IIIs to FMF tenant commands per reference (b) in accordance with CMS 6 (SF-153 transfer).

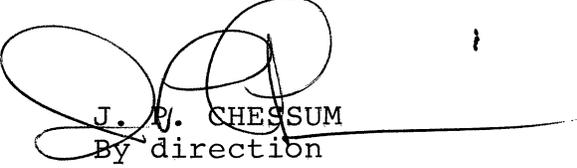
(4) Coordinate evacuation and repair of inoperable terminals with using units.

(5) Retain budgeting responsibility for installation site preparation, additional shipping charges for returning defective terminals to vendors, and maintenance support of STU-IIIs not damaged during field use/deployment.

(6) Install STU-IIIs upon receipt of TSRs.

c. STATION CMS CUSTODIAN. Control and manage CIKs for the Station STU-III program.

5. APPLICABILITY. This order is applicable to all commands and organizations located aboard MCAS Yuma.

  
J. P. CHESSUM  
By direction

DISTRIBUTION: B