

Objectives

[a]

Visitors are escorted.

[b]

Visitor activity is monitored.

PE.L2-3.10.3

Physical Protection

Escort Visitors [CUI Data]

"Escort visitors and monitor visitor activity."

Key Discussion Points

All Visitors, Always:

No exceptions for familiar faces — trusted vendors and regular contractors still require escort while in the facility.

Visible Distinction:

Visitor badges must look different from employee badges — staff cannot challenge unescorted visitors if they cannot tell them apart.

Monitor Activity:

Escorting is active protection; monitoring is the audit trail — visitor logs, cameras, and post-visit checks all contribute to [b].

Permanent vs. Visitor:

Individuals with permanent physical access credentials are not visitors — this control applies to everyone without that credential.

Assessment Methods

EXAMINE

Physical and environmental protection policy; procedures addressing physical access control; system security plan; physical access control logs; inventory records of physical access control devices; system entry and exit points; physical access control devices.

INTERVIEW

Personnel with physical access control responsibilities; personnel with information security responsibilities.

TEST

Organizational processes for physical access control; mechanisms supporting or implementing physical access control; physical access control devices.

Plain English

What this control is really saying:

A visitor badge and a smile aren't security. This control requires that non-employees be escorted at all times in areas where CUI systems or equipment are located — and that someone is watching what they do while they're there. Even people you know and trust are visitors.

How it is used:

- All visitors sign in at reception, receive a visitor badge, and are assigned an employee escort before entering any area beyond the lobby.
- Visitor badges are visually distinct from employee badges — all staff are trained to challenge anyone in the CUI workspace without an employee escort.
- The escort remains with the visitor for the entire visit — visitors are never left alone in areas with CUI systems, equipment, or printed documents.
- Visitor logs are retained — name, host employee, areas visited, entry and exit times — and reviewed monthly.

PE.L2-3.10.3

PHYSICAL PROTECTION — Escort Visitors [CUI Data]

Real World Example

The Scenario

Acme Defense requires visitors to sign in but does not issue distinguishable visitor badges. A trusted vendor who has worked with the company for years is allowed to walk to the conference room unescorted. He passes through the engineering workspace en route.

What the assessor finds

The vendor paused at an engineering workstation to review a design drawing visible on screen. No escort was present. No visitor log entry indicates which areas he passed through. This went unnoticed — there is no monitoring of visitor activity and no escort requirement for familiar visitors.

SPRS Score Impact

3.10.3 carries a point value of 1. Unescorted visitors are an uncontrolled physical intelligence-gathering risk — visual access to CUI on screens, whiteboards, or printed documents is a data exposure that leaves no digital trace.

What Good Looks Like

All visitors escorted at all times, visitor badges visually distinct from employee badges, visitor logs maintained and reviewed, escort stays with visitor throughout the visit, familiar visitors treated the same as new visitors.

Common Gaps

What assessors actually find in the field:

- ✗ **Visitors left unescorted**
Visitors are given a badge and told where to go — they walk through the CUI workspace without any employee accompaniment.
- ✗ **No visitor badges**
Visitors are not issued distinguishable badges — staff cannot tell the difference between employees and unescorted visitors.
- ✗ **Escort leaves the visitor**
An employee starts an escort but leaves the visitor to take a call — the visitor wanders unaccompanied through the workspace.
- ✗ **Visitor log not maintained**
Visitors sign in at reception but the log is not retained or reviewed — no record exists of who visited or where they went.
- ✗ **Known visitors not escorted**
Trusted vendors and familiar faces are waved through without badges or escorts — familiarity is not authorization.