West Texas A&M University™

The Division of Information Technology
University Information Security Standards

NIST CONTROL FAMILY
AWARENESS AND TRAINING CONTROLS

CONTROL NUMBER	CONTROL NAME	PRIORITY	REVIEW DATE
AT-2	**Security Awareness Training**	P1	07/03/2017

I.   STATEMENT

Understanding the importance of information security, individual responsibilities, and accountability are paramount to achieving university security goals. This can be accomplished with a combination of general information, security awareness training, and targeted training. The security awareness and training information needs to be ongoing and updated as needed.

II.   APPLICABILITY

This Control applies to all West Texas A&M personnel who use University information resources.

III.   IMPLEMENTATION

All West Texas A&M University personnel who use information resources are required to comply with the procedures outlined in this SAP. A method to accomplish the requirements listed below is provided through the use of the Information Security Awareness (ISA) training module. This web-based training module is access via the Single-Sign-On (SSO) located at http://sso.tamu.edu. The module is one of the offerings listed in the training section.

1. All new employees shall complete security awareness training prior to, or at least within 30 days of, being granted access to any University information resources. This shall be part of the new employee's orientation training session.

2. All users must acknowledge they have read, understand, and will comply with the university requirements regarding computer security policies and procedures.

3. All users shall acknowledge completion of university security awareness training on an annual basis.

4. Departments may require additional incidental training and require acknowledgement as determined by the department.

5. Departmental information technology personnel shall establish and maintain a process to communicate new security program information, security bulletin information, and security items of interest to departmental personnel.

6. All departmental information security administrators shall ensure their personnel's completion of security awareness training on an annual basis, provided through HR-Connect.

WTAMU NIST (AT-2) Security Awareness Training