

NRC@WORK Home Public Site

Search Intranet:

term term

GO

Search Phone Book:

Lastname Firstnam

GO

NRC Yellow Announcement



**UNITED STATES
NUCLEAR REGULATORY COMMISSION**

Announcement No. 049

Date: September 27, 2004

To: All NRC Employees**SUBJECT: WEB-BASED TRAINING COURSE FOR INFORMATION SECURITY AWARENESS**

The Office of Nuclear Security and Incident Response recently created a web-based training (WBT) course entitled Information Security Awareness. This refresher course is new and is the first of three courses that will make up a suite of WBT on information security. WBT for Safeguards Information and original and derivative classification authorities will follow in the future.

The course is designed to efficiently teach fundamental rules and responsibilities for handling classified and sensitive unclassified information. Individuals can now take the course on a desk-top computer when their schedule permits instead of attending scheduled briefings. Face-to-face specialized briefings are still available upon request.

The course includes a knowledge check to help ensure that students understand the lessons. A database will track the completion of the course by individual. However, no grade or score will be recorded. Please note that this course does not take the place of, and should not be confused with, the Computer Security Awareness Course or the Information Systems Security Officers (ISSO) Course. Both of these courses have existed for some time and have different purposes.

All current NRC employees are expected to complete the course by December 31, 2004, and annually thereafter. Those employees who have completed the training requirement for this year are not required to take the automated course until next year. NSIR (Info Sec) will provide Office Directors a list of their staff that have completed this training. Future employees will be required to take the course within 30 days of assignment. Contractors and consultants who handle or protect classified and sensitive unclassified information will be required to take the course and will be notified separately. Sponsoring Headquarters and Regional offices should work with the Office of Administration and Office of Human Resources to ensure that requirements for this training are included in contractual and consultant agreements as appropriate.

To access the Information Security Awareness course, go to the Training Section on the NRC Internal Web page (www.internal.nrc.gov) and find the course in the alphabetical listing. You may also go to the Employee Training and Development Site in the Training Section and find the course under the Self-Paced and Web Based headings. It should take approximately 1 hour to complete the required training.

Contact the Information Security Section at (301) 415-2212 if you have questions about the course or other information security issues.

/RA/

Luis A. Reyes
Executive Director for Operations

C-24