



**Information Technology Services  
Security Control Standards**

**NIST Control Family – Awareness and Training**

CONTROL NUMBER	CONTROL NAME	PRIORITY	REVISION DATE	NEXT SCHEDULED REVIEW DATE
AT-4	Security Training Records	P3	4/15/2020	4/15/2021

**I. Statement**

Tarleton State University shall maintain information security awareness training records.

**II. Applicability**

This Control applies to all Tarleton personnel who use University information resources.

**III. Risk Statement**

Service Management objectives are not achieved since personnel performing work within service management have inappropriate education, training, skills, and experience.

**IV. Implementation**

It is the responsibility of the CISO, or designee to:

- A. Document and monitor staff information security training activities, including;
  - 1. Security Awareness Training; and
  - 2. Role-based information resource security training as specified in Security Control AT-3
  
- B. Retain staff training records based on university document retention policies.