

**CJIS Security Awareness Training
Level 1
Confirmation**

I hereby confirm that I have read and am familiar with the content of the Level 1 CJIS Security Awareness Training as mandated by the CJIS Security Policy. Level 1 Security Awareness Training must be administered to all personnel who have unescorted access to a physically secure location. This training must be within six (6) months of initial assignment and repeated every two (2) years.

I understand and am aware of my responsibility regarding Criminal Justice Information and its security.

I understand that Criminal Justice Information is sensitive. Improper access, use, and dissemination of Criminal Justice Information is serious and may result in the imposition of penalties including termination.

Employee Signature

Date

Employee Printed Name

Employee Organization and Title

Training Completion Date (Training expires 2 years from this date)

This confirmation page is to be retained by the Criminal Justice Agency and available for viewing by the Office of the CJIS Systems Officer (CSO) upon request.