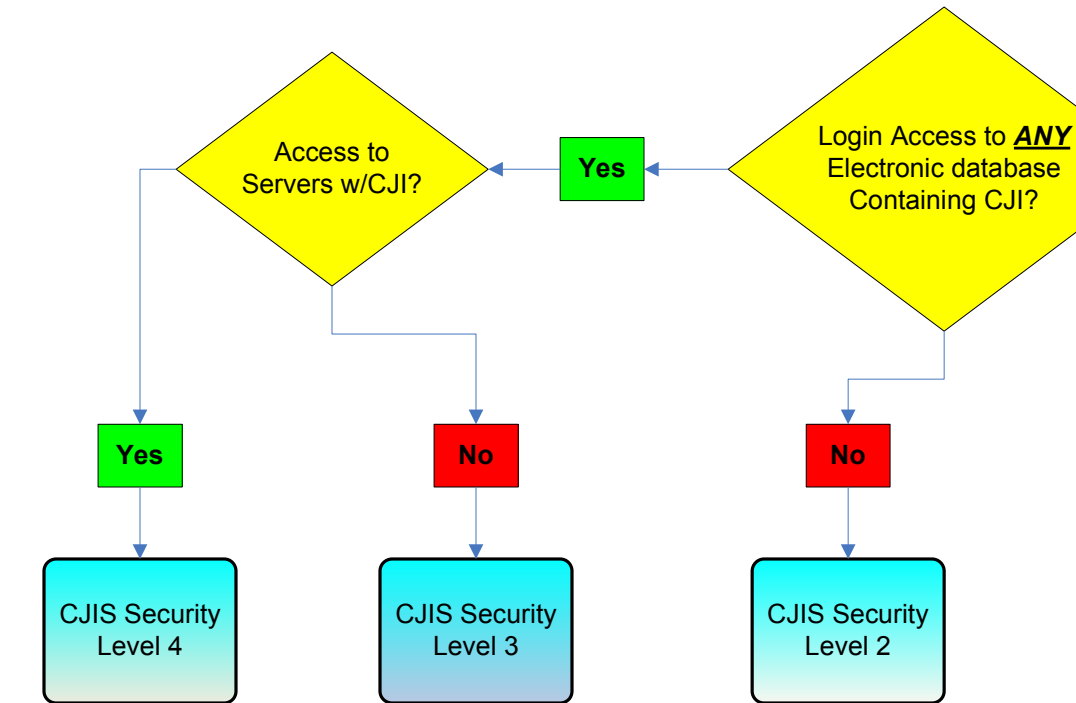




CJIS Security Awareness Training: Which Level Do They Need?



Examples: database administrators; network administrators; IT staff; **anyone** with access to servers, routers, etc. that process CJI

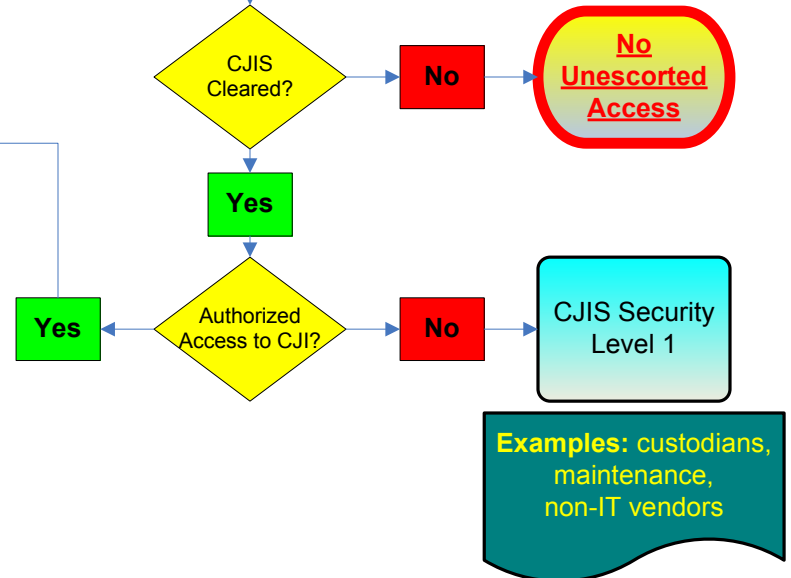
Examples: LEADS users; those with logins to records management, jail management, and computer aided dispatch systems

All LEADS certification levels include CJIS Level 3 training.

Examples: judges; regulatory board members; those who may view LEADS data but do not have LEADS access

Does This Person Require Unescorted Access to our CJIS Secure Facility?

Fingerprint-Based National & State Background Check Completed?



Examples: custodians, maintenance, non-IT vendors

Keep In Mind

- CJIS Security Awareness training is required only once every two years regardless of how many agencies someone works with/for.
- Vendors/Contractors must be properly vetted before being granted unescorted access.
- Always search for a vendor employee before adding them to CJIS Online. They may already be in the system.
- Do not enter vendor employees under your agency in CJIS Online. Enter them in the Vendor section so that other agencies may see their record, or contact the vendor to have them enter the employee into CJIS Online.
- Certified LEADS users are not required to complete CJIS Security Awareness training unless they have IT elvel access (which would require Level 4 CJIS training; LEADS (re)certification includes Level 3).
- The "logical access" criteria applies to ANY electronic database or system that contains CJI regardless of whether or not that system directly connects to LEADS/NCIC.