

DoIT Service Catalog

Service: Information Security Awareness and Training

General information: The Information Security Awareness Program provides a continuous awareness campaign through the development, presentation, and distribution of informative security awareness information.

Purpose: Studies have shown that the majority of all information security incidents and system failures occur as a result of improper acts by authorized users. The Information Security Awareness Program provides users with the knowledge required to assist in the prevention of such incidents.

Scope:

- The Office of Information Security (OIS) provides a Security Briefing as a module of Department of Personnel's, New Hire Orientation to every new state employee.. The OIS also provides an online Security Awareness Training module to state employees which are approximately one hour in length. Completion of the on-line training module fulfills the requirement for every state employee to receive on-going security training.
- The OIS provides Information Security Awareness documents such as brochures, posters, and newsletters to state agencies.
- The OIS provides Nevada Information Security Professional (NISP) training to all state positions classified as Information Security Officers or employees who have information security responsibilities. Individuals not so classified but who desire certifications in NISP are also eligible to participate. The NISP provides a certification upon the successful completion of the training and provides the employee with the initial information to assist if pursuing the industry Computer Information System Security Professional (CISSP) certification.
- The OIS provides information security awareness materials to all citizens of Nevada via a web site, with specialized information available to State employees.
- The OIS can provide on-site information security awareness training from an industry standard or agency specific perspective upon request to a state agency.

Features: Information Security Awareness materials include color brochures and posters suitable for posting in the workplace. On-line Information Security Awareness training. Two web pages, one available to the public, <http://infosec.nv.gov> and one available to customers of SilverNet, <http://infosec.intranet.nv.gov/>.

Usage: General Information Security Awareness materials are available to the public on the Infosec web site. On-line training is only available to state agencies that have access to SilverNet. On-site presentations available upon request.

Value Proposition: The OIS provides valuable computer and information security guidance for every employee, contractor, and citizen of Nevada, with both technical and non-technical backgrounds. The goal is to improve individual understanding of information security, to highlight the critical nature of an individual’s responsibility and involvement in the overall security process, with the desired result a reduction of risks to state data and information systems.

Future Plans: Enhance the existing on-line information security awareness modules and extend the training to the public. This information and training can play a critical role in protecting the citizens of Nevada from loss in the future.

Options and Features		
Options/Choices	Cost	Notes
Online Information Security Awareness Training	No charge beyond the assessment paid to DoIT	Available only to state intranet users
New Hire Briefings	No charge beyond the assessment paid to DoIT	Provided through the Department of Personnel –
NISP Certification	No charge beyond the assessment paid to DoIT	Available only to state intranet users
On-site Information Security Awareness Training	No charge beyond the assessment paid to DoIT – with the exception of travel cost.	Travel cost may be requested if the training is to occur in southern or eastern Nevada. This training can be provided on an overall security awareness concept or designed to include agency specific information security controls and requirements.

Access: OIS services can be requested by contacting the office at infosec@doit.nv.gov.