Addendum to Acceptable and Supportable Use of Technology

POLICY NUMBER:
ADDENDUM NUMBER: 4
ADDENDUM TITLE: Cybersecurity Training Governance

EFFECTIVE DATE:
REVISION DATE:
APPROVED BY:
Ordinance No.

Dated the__day of _____2022.
An addendum, which shall be included as part of the original policy, to Policy No. 210-1000-004, Acceptable and Supportable Use of Technology.

STATEMENT OF ADDENDUM

The Columbus Consolidated Government (CCG) establishes policies regarding the acceptable and supportable use of technology. This addendum intends to ensure cybersecurity awareness and training controls to protect information systems and ensure information availability, confidentiality, and integrity of data.

SCOPE

This addendum applies to all technologies and technology-related devices and users, which are applicable to this policy number 210-1000-004 and titled Acceptable and Supportable Use of Technology. This includes, but is not limited to, all computers, laptops, cell phones, mobile hotspots, printers, or other technology devices purchased by Columbus Consolidated Government. This addendum outlines cyber security training for the Columbus Consolidated Government.

Cybersecurity Training Governance

1. All Columbus Consolidated Government users will be required to complete the approved cybersecurity training within 30 calendar days of being granted access to Columbus Consolidated Government resources.
2. CCG users will be trained on various cyber security initiatives, including but not limited to phishing attacks, social engineering, etc.
3. CCG users will be required to complete periodic refresher cybersecurity training within 30 calendar days of it being made available.
4. CCG will conduct periodic simulated phishing campaigns and/or other cybersecurity simulations; in the event a CCG user fails the simulation, the user will be required to complete remedial cybersecurity training within 30 calendar days of it being made available.
5. CCG users found in violation of this addendum may be subject to loss of network access and disciplinary action up to and including termination.