



BUILDING A SECURITY EDUCATION PROGRAM



Agenda

- **Introduction to Security Education**
- **Basic Security Briefing Requirements/ Responsibility**
- **Training Requirements**
- **Developing an Effective Security Education Program**
- **Resources**



What is Security Education and Training?

Components

- Training
- Education
- Awareness
- Motivation
- Importance of Security Education



Security Awareness





The Goals of ongoing security education training?

- Safeguard National Security
- Inform personnel of their security responsibilities and promote quality performance
- Inform personnel of the penalties, consequences of non-compliance
- Communicate threats to classified and sensitive information
- Promotes security best practices
- Promotes security awareness
- Dispelling negative attitudes and perceptions regarding security practices



Understand the Business

Security Procedures and Duties

- What does the Business do
- Who are we Protecting
- Is this classified or Unclassified
- Categories of Protected Information
- Procedures of protection
- Special Briefings
- Foreign contact or travel





DCSA Missions

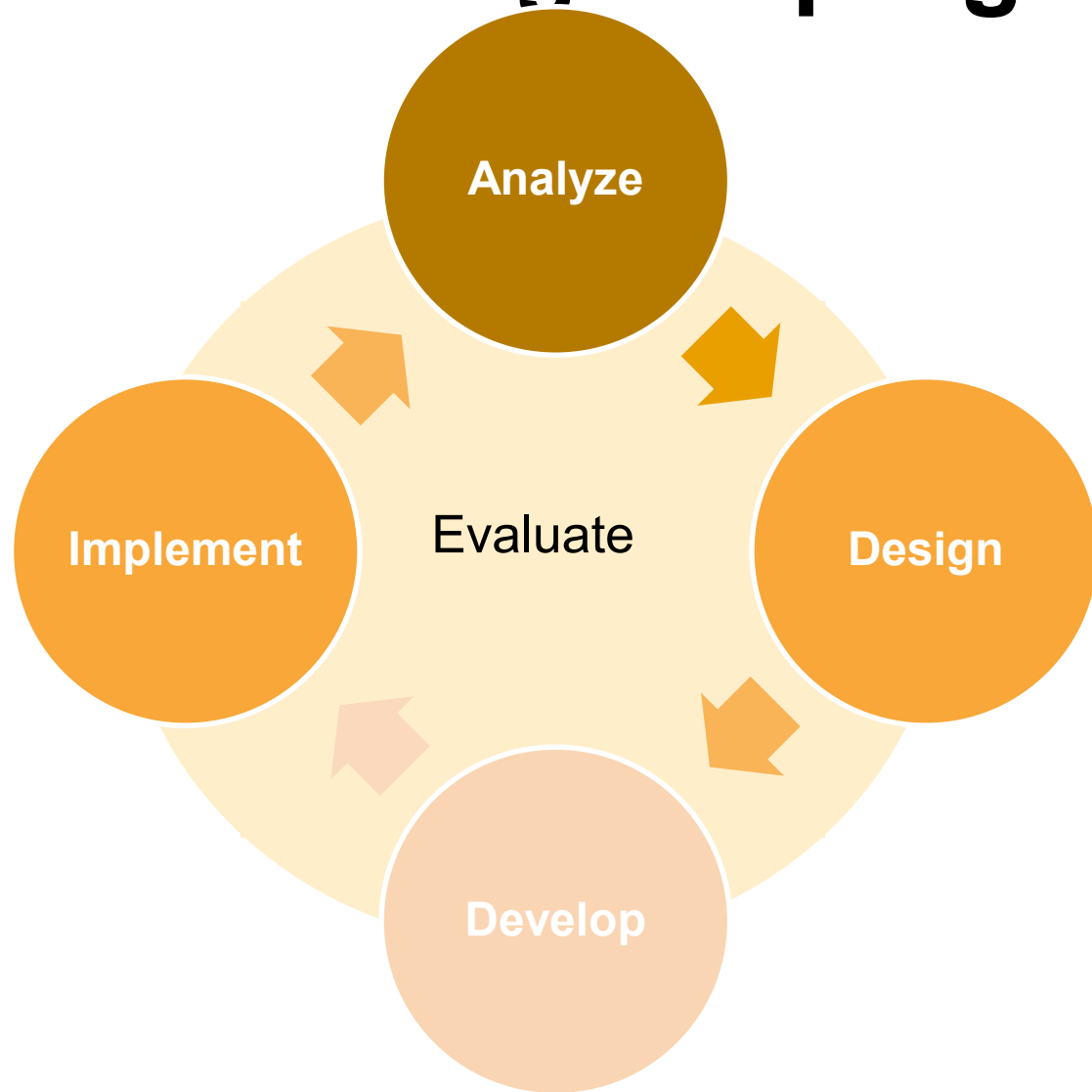
Executive Order 13526

Executive Order 12968

Executive Order 12829

- Annual Refresher Training
 - Insider Threat
 - Inform Personnel penalties and consequences of non-Compliance
 - Continuing Security Education
 - Termination
-

Building the program



- Determine program needs and purpose
- Select and outline the best method of delivery
- Create the training material
- Deliver the training
- Assess the effectiveness

Know your Audience

Who are your educating

- Executive Level
- Engineers
- Construction worker
- Students
- Cleared vs Unclear personnel
- Foreign Travel



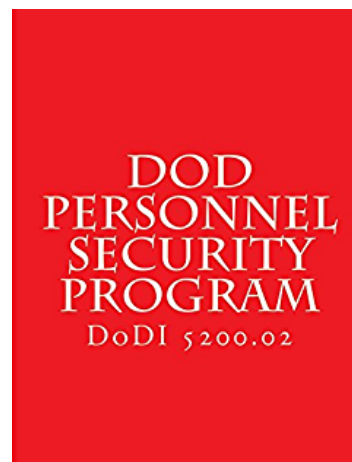


Initial Security Briefings Requirements

- Insider Threat Awareness 117.12 E-1
- Counterintelligence Awareness
- Overview of Security Classification System
- Reporting obligations and requirements
- Cybersecurity Awareness
- Job-Specific Security Responsibilities



Continuing Education Requirements



- Perform at least annually
- Periodic Supplemental briefings
- Reinforce Policies, principles, and procedures, penalties for engaging in espionage
- New Threats, techniques
- Changes in Security regulations
- Tailored to meet the needs of experienced personnel
- Maintain Attendance Records

Reporting Obligations/Continuous Evaluation

Trust and Responsibly REPORTING

- Self Reporting
- Reporting on others
- Suspicious contact
- Foreign Travel
- Someone is “Willing to Pay” for classified or sensitive information
- Security violation or infraction
- Adverse Information
- Change in name, residence or marital status





Customer Training Requirements

- Know the DD254 contract requires
- Specific security requirements for particular job.
 - Initial Briefing,
 - Refresher Briefing,
 - Threat awareness
 - System for Reporting,
 - Employee awareness of DoD Hotline
 - Visitor control





Termination Briefing/Debriefing

- Employee terminates employment or is discharged
- Employee's access is terminated, suspended, or revoked
- Requirement to report unauthorized attempts to gain access
- Civil and Criminal penalties for violations.



Effective Security Education Program

- Motivate personnel to be proactive in the execution of their security responsibilities
- Encourage personnel to remain alert to security threats and vulnerabilities
- Inform personnel about security program policies and requirements and security responsibilities
- Instruct personnel on the protection of classified national security information





Tips to Promote Security Awareness

- Train employees
- Manager/Executives on board
- Change the culture
- Educate and Inform
- Motivation
- Offer computer-based security training
- Make security FUN



Success of an Effective Education & Training Program

- Follow the security rules and regulations.
- Understanding the magnitude and complexity of the foreign and domestic threats that makes these rules and regulations necessary.
- Motivation



Resources

- CDSE Center for Development of Security Excellence
- DCSA Department Counterintelligence & Security Agency
- NCMS
- Newsletter
 - The Cyber Shield
 - NCMS Bulletin
 - DCSA
- Florida Industrial Security Working Group (FISWG)
- NCIS Naval Criminal Investigative Services
- National Security Institute – IMPACT
- Local Legal Departments

