

From: Violeta Navarro  
To: TAC's and IT POC's  
Date: February 10, 2023  
Subject: CJIS Online Changes - Security Awareness Training Expiration Date

---

Hello,

In order to comply with the latest CJIS Security Policy 5.9.2 requirements Peak Performance will be making the below change on **February 15, 2023** to [CJIS Online](#).

- Security awareness training completed on or after February 15, 2023 will be set to a year expiration date
  - Auditors will start auditing for the annual security awareness training requirement on October 1, 2023. Prior to this date it will not be a compliance issue during your agency's audit.

Other Upcoming Changes (unknown implementation date but as soon we know an email will be sent)

- Our vendor is working on updating the training to align with the new requirements in the policy
- Training levels will change and will be based on roles instead of levels. The new roles are as follows:
  - Individuals with unescorted access to a secure location (former level 1)
  - General user (former level 2 and level 3 (ACCESS certified users))
  - Privileged user (former level 4)
  - Personnel with security responsibilities (this applies to LASO's, we are working on incorporating LASO training within CJIS Online, more to come on this topic)
    - The current LASO training requirement is reading the email and attachments sent out on 2/6/2023 and available on our [ACCESS webpage](#) under Announcements. For LASO's continue to review the email to suffice the requirement until WSP ACCESS Section provides other direction.
- nexTEST – currently ACCESS certified users receive their security awareness training as part of the ACCESS recertification test. We are weighing our options. More than likely we will be changing the ACCESS certification requirement to a year as well. This seems like the most consistent option that will avoid confusion.

If you have any questions please let me know. I appreciate everyone's patience in advance as we navigate and implement the new changes to the policy. Our CJIS Online user guides will be updated soon!

Thank you,

*Violeta Navarro*  
Information Security Officer  
ACCESS Section  
Washington State Patrol  
Office: 360-534-2161 VoIP: 16161  
Mobile: 360-485-9807  
[ACCESS Webpage](#)