**Training and Awareness Plan**

\*\* FREE PREVIEW VERSION \*\*

In order to qualify the personnel with a role in information security (including personal data protection) to execute their tasks, the following training must be carried out:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***[Job title] or name*** | ***…*** | ***…*** | ***…*** | ***…*** | ***Achieved knowledge, skills, experience*** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

For personnel to understand …

Training and awareness implementation is scheduled as follows:

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***…*** | ***January*** | ***February*** | ***March*** | ***April*** | ***May*** | ***June*** | ***July*** | ***August*** | ***September*** | ***October*** | ***November*** | ***December*** |
| Information day |  |  |  |  | *…* |  |  |  |  |  |  |  |

\*\* END OF FREE PREVIEW \*\*

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