

**J-0200000-04 Government Furnished Training**

<u><b>GOVERNMENT FURNISHED TRAINING</b></u>		
<b>Course</b>	<b>Frequency</b>	<b>Additional Information</b>
Privacy Act (PA)	Orientation: 1 Hour/Each  1 Hour/Each Refresher Annually	<a href="http://www.privacy.navy.mil">http://www.privacy.navy.mil</a>  PA 101 - Mandatory for all personnel with access to Personally Identifying Information (PII). Optional for all others.  PA 102 - Mandatory for supervisors. Optional for all others.  PA 103 - Mandatory for all personnel with access to Personally Identifying Information (PII). Optional for all others.  Protecting Personally Identifiable Information (PII) Need to Know – Mandatory for all personnel.
Information Security (Personnel Security)	1 Hour Initial  1 Hour Annual Refresher	<a href="https://atlevel1.dtic.mil/at/">https://atlevel1.dtic.mil/at/</a> Training may be accessed from any computer  Anti-Terrorism Level I
Cyber Awareness Training	1 Hour Initially  1 Hour Refresher Annually	Mandatory requirement for all employees with access to Information Technology (IT).
Environmental Management System	As required during transition	Current system is Environmental Waste and Billing And Tracking System (EWBATS). May migrate to corporate-wide system in the future.
Shipping Paper and Document Management System	As required during transition	Current application is TERRALINK.
Maintenance Management System	As required during transition	Current system is MAXIMO
Emergency Management System	As required during transition	<a href="http://training.fema.gov/EMIWeb/IS/IS100A.asp">http://training.fema.gov/EMIWeb/IS/IS100A.asp</a>  Training may be accessed from any computer.  FEMA IS-100a – Introduction to Incident Command System, is required for personnel designated as Command Essential, which includes any personnel necessary for operation of CSW and IW/OW facilities during emergencies or elevated threat conditions. IS-200a – ICS For Single Resources and Initial Action Incidents, is also recommended but not required.