



House Bill (HB) 3834 (86R) requires DIR to certify cybersecurity training programs for state and local government employees and requires state and local government employees to annually complete a certified training program.

The list of certified programs is on the DIR website:

<https://dir.texas.gov/View-About-DIR/Information-Security/Pages/Content.aspx?id=154>

- There are low or no-cost options.
- A new list will be posted August 31 of each year.

Annual Training Requirements

Entity Type	Training Required For	Training Due Date
State Agencies	<ul style="list-style-type: none"> • Employees who use a computer to complete at least 25 percent of the employee’s required duties. • All elected or appointed officers of the agency.¹ 	June 1
State Agency Contractors	<ul style="list-style-type: none"> • Contractors who have access to a state computer system or database.² 	During the term of the contract and during any renewal period.
Local Governments	<ul style="list-style-type: none"> • Employees who have access to a local government computer.² • All elected officials of the local government.¹ 	June 14

¹ All elected officials must take training, regardless of whether they use a computer or not.

² Access is defined as “any person who has been given an account to access any state (or local) information system.”

Reporting Requirements

Entity Type	Reporting Method	Report Due Date
State Agencies	<ul style="list-style-type: none"> • <u>Agency Security Plan - Executive Acknowledgment of Risk Form</u> 	June 1 (Biennially)
Local Governments	<ul style="list-style-type: none"> • <u>Cybersecurity Training Certification for Local Governments</u> • (Optional) <u>Texas by Texas (TxT)</u> can assist with tracking employee training by allowing employees to self-report their training compliance. Local governments will still need to submit their certification via the Cybersecurity Training Certification form. 	June 15

Additional information, including FAQs, is available at:

<https://dir.texas.gov/View-About-DIR/Information-Security/Pages/Content.aspx?id=154>

Alternatively, you can visit the DIR home page (dir.texas.gov) and click on the ‘Cybersecurity Awareness Training (HB 3834)’ banner.

If you need additional information, have questions, or wish to provide comments, please email: TXTrainingCert@DIR.Texas.gov.