CALIFORNIA DEPARTMENT OF TECHNOLOGY	NUMBER:	DATE ISSUED:
Procedures/Standards Update	**PS010_2020**	**October 2020**

TO:
Chief Information Officers (CIO)
Information Security Officers (ISO)
Agency Chief Information Officers (AIO)
Agency Information Security Officers (AISO)

SUBJECT: **PHISHING EXERCISE STANDARD**

BACKGROUND

The California Department of Technology (CDT) Office of Information Security (OIS) has developed the Phishing Exercise Standard. Statewide Information Management Manual (SIMM) 5320-A establishes requirements to assist Agencies/state entities coordinate and execute simulated phishing exercises in compliance with State Administrative Manual (SAM) Section 5320. This policy provides specific direction and additional guidance on conducting phishing exercises at regular intervals to ensure Agencies/state entities can obtain a direct measurement of an employee's understanding, as well as progress in user behavior to reduce the number of security incidents and malware attacks to state IT infrastructure.

PURPOSE

The purpose of this Procedures/Standards update is to announce:

- Updated SAM Section 5320 to include reference to the new Phishing Exercise Standard (SIMM 5320-A).
- New SIMM Section 5320-A, which includes phishing techniques, exercise planning, and establishes specific requirements for Agencies/state entities to coordinate phishing exercises with the California Department of Technology (CDT) Office of Information Security (OIS) and the California Cybersecurity Integration Center (Cal-CSIC).

REFERENCES

The following reference materials are associated with this procedures/standards update. SIMM is available on Department of Technology's website located at https://cdt.ca.gov/policy/simm/.
SAM is available on the Department of General Services' website located at https://www.dgs.ca.gov/Resources/SAM.

- SAM Section 5320
- SIMM Section 5320-A

QUESTIONS:

Direct questions regarding this announcement to the Department of Technology, Office of Information Security at security@state.ca.gov.