

Annual Security Awareness Training — Completion Register

Evidences 100% completion of mandatory security awareness training within the policy window.

SAMPLE — anonymised demo data. Real exports carry your organisation branding, control mappings and signed timestamps.

Evidence ID	EV-2026-TRN-05
Owner	M. Chen, IT Lead
Generated	2026-06-30 09:14 UTC
Framework(s)	ISO 27001, SOC 2, GDPR, Cyber Essentials
Control(s)	A.6.3, A.7.2.2 · CC1.4
Next review	2027-05-31

Cohort

All employees and long-term contractors as of 2026-05-01 (n=47). Module: Security Awareness 2026 v3.2 (phishing, data handling, secure remote work, incident reporting, AI acceptable use).

Completion

Team	Assigned	Completed	Rate
Engineering	19	19	100%
Product & Design	8	8	100%
Sales & CS	13	13	100%
G&A	7	7	100%
Total	47	47	100%

Assessment

Post-module quiz pass mark 80%. Average score 92%. Two retakes recorded (both passed). Simulated phishing exercise 2026-05-14: click rate 4.3% (industry median 12%), 100% reported within 15m.