



APPOINTMENT OF LEADS LOCAL AGENCY SECURITY OFFICER (LASO)

In accordance with LEADS Security Policy and LEADS Administrative Rule 4501:2-10-03(C)(7), I am appointing the following person as the LEADS Local Agency Security Officer for the:

AGENCY NAME		AGENCY ORI
LASO NAME PRINTED	LASO'S OLN	LASO'S TELEPHONE NUMBER

I have elected to also appoint the following person(s) as the Assistant Local Agency Security Officer

ALASO NAME PRINTED	ALASO'S TELEPHONE NUMBER
ALASO NAME PRINTED	ALASO'S TELEPHONE NUMBER
ALASO NAME PRINTED	ALASO'S TELEPHONE NUMBER

This person(s) will actively represent your agency in all matters pertaining to Information Security and will be responsible to perform the following functions:

1. Complete Security Awareness Training.
2. Identify who is using the LEADS approved hardware, software and firmware and ensure no unauthorized individuals or processes have access to the same.
3. Maintain all information security documentation which is to include identifying and documenting how the equipment is connected to the state system.
4. Ensure that personnel security screening procedures are being followed as stated in the LEADS Security Policy.
5. Ensure the approved and appropriate security measures are in place and working as expected.
6. Assists the agency with all technical and non-technical security audits.
7. Disseminate security alerts and other material to your agency.
8. Support policy compliance and ensure LEADS is promptly informed of all security incidents.
9. Meet all security requirements listed in LEADS Administrative Rule 4502:2-10-04(B)(1).

LASO'S SIGNATURE X	DATE
ALASO'S SIGNATURE X	DATE
ALASO'S SIGNATURE X	DATE
ALASO'S SIGNATURE X	DATE
AGENCY ADMINISTRATOR'S SIGNATURE X	DATE

FAX 614-995-1230