CRA SAMPLE

F12 Training record

Example after one year of operation, status 24.01.2028 · Nordwald Wärmetechnik GmbH, networked wood chip boiler NWT HACKTHERM 60 connect

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Sample company	Nordwald Wärmetechnik GmbH, networked wood chip boiler NWT HACKTHERM 60 connect (fictitious)
Note	Free sample, not legal advice

Company, people, data and numbers are fictitious. This is how the document looks after one year of operation.

1 Purpose and scope

Records training of the two responsible persons, the installers and the partners on security, reporting and commissioning, with an effectiveness check (P17).

2 Document control

Field	Entry
Document no.	NWT-CE-F12
Version, status	1.3, approved
Scope	NWT HACKTHERM 60 connect (18 to 60 kW), controller, gateway, portal and app
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Checked by	Ingenieurbüro Lechner (safety), Sichtwerk Security (security)
Approval	Michael Berger, Managing Director, 24.01.2028
Next review	15.03.2029 or in the event of a substantial modification
Confidentiality	internal
Filing	Technical documentation NWT-TD-HT60C, retained for at least 10 years after the last unit is placed on the market

3 Training record: overview

Date	Topic	Participants	Trainer	Effectiveness
01.03.2027	Initial security configuration	4 installers	Weiß	Trial commissioning
15.03.2027	CRA obligations, reporting	Berger, Weiß	Sichtwerk	Test passed
25.09.2027	Terminals and testing	Hofer, 3 persons	Weiß	No repeat needed
28.09.2027	Reporting drill Article 14	Berger, Weiß	Sichtwerk	1 h 50 min to early warning
20.11.2027	Maintenance approval in the app	6 installers	Weiß	Trial passed
24.01.2028	2027 threat landscape, lessons from F06	Berger, Weiß, Datenwerk	Sichtwerk	Measures adopted

4 Procedure of the 2027 reporting drill

Scenario: Sichtwerk reports exploitation of a vulnerability in the gateway on a Friday evening

Assess whether the event is reportable using D16 and record the time of awareness

Prepare the early warning on the reporting platform with a test marker

Lesson learned: describe the access route to the platform in the vault in more detail (D16 version 1.1)

Evidence: Signed attendance lists, test results and drill log in File 9

Annual plan 2028: reporting drill in September, refresher on initial configuration for all installers in April, training of new dealers before delivery.

5 Terms and abbreviations

CRA: Cyber Resilience Act, Regulation (EU) 2024/2847

6 Revision history and approval

Version	Date	Change	Approval
1.0	01.03.2027	Initial training sessions	M. Berger
1.2	28.09.2027	Reporting drill	M. Berger
1.3	24.01.2028	Annual plan 2028	M. Berger

Approved: Michael Berger, Managing Director, 24.01.2028 (signed in the original). Free sample from OT-Cyber.de, not legal advice. Company, persons, serial numbers and data are entirely fictitious.