CAN YOUR BUSINESS HANDLE A SECURITY BREACH IF IT HAPPENED TOMORROW?

This checklist is designed to identify and document the existence (or lack of) the tools and preparations needed to ensure your current tech gear and process are not out of step with your business strategy.

Check each item against your organization's status, but for list items that do not apply to your organization, simply leave those items blank. If you are not sure of the answer, assume it is "No" just to be safe.

*ICT – Information and Communication Technology

STRATEGY AND HR POLICY	YES	NO
1. Does your company have a clear ICT security policy your staff know?	☐	☐
2. Do you have a policy on acceptable ICT use, password guidelines and security practices?	☐	☐
3. Does your company have a privacy policy?	☐	☐

DATA BACKUP	YES	NO
1. For critical data (this is anything needed in day-to-day operations, including customer information), do you centralize it on a server and back it up nightly to a remote location?	☐	☐
2. For important data (anything important to the business but that does not get updated frequently), do you centralize it on a server and back it up semi-regularly off-site?	☐	☐

DESKTOP SECURITY | YES | NO

1. Do all computers have working anti-virus software? ☐ ☐

2. Do you have a security policy for downloading and installing new software? ☐ ☐

3. Are all computers updated with the latest system updates and security patches? ☐ ☐

INTERNET AND NETWORK SECURITY | YES | NO

1. Do you have a firewall and intrusion detection on all web connections? ☐ ☐

2. Do you use a virtual private network for remote access? ☐ ☐

3. Are all modem and wireless access connections known and secure? ☐ ☐

AUDIT | YES | NO

1. Do you do a periodic audit (every six month) of your ICT security checklist? ☐ ☐

RESULTS

So, you have gone through the checklist and are now wondering how detrimental some of the no's you answered are for your growing business.

If you answered no to the following questions (4,6,7,9), that means if you had a security breach, it would be very challenging to recover your data.

If you think you are at risk of a security breach, get in touch for a free assessment of your current IT infrastructure.

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