

IT security check list for SMEs



The evolving threat landscape is putting organisations under pressure to address IT Security at every level. Breaches, regardless of the severity, can be disruptive, costly and damaging to a businesses reputation. Our IT Security Checklist is a comprehensive guide to IT Security for SMEs.

Server Management

Do you have monitoring in place with your IT provider to alert you to issues that could cause outages?
Do they apply security updates/patches and do they preform regular file-restores?

Firewall Infrastructure

Does your organisation have industry-standard Firewall hardware installed and correctly configured to the highest security settings?

Anti-Virus

Does your organisation have anti-virus protection in place on all devices?
Is this a managed service in terms of renewals and new activations?

Laptop/Mobile Device Encryption

Recommended by GDPR as an appropriate way to achieve data protection goals, this is a prerequisite for all businesses with staff Laptops/mobile devices. If you don't have encryption enabled on laptops/mobile devices you should address this as a matter of priority.

Strong Group Policy Settings

Are passwords set to change regularly?
Are there screen-lock settings in place?
Are staff advised about password complexity and not sharing passwords?
Are restricted access levels in place for administration access?

Data & GDPR Compliance

Do you know how all your data is stored, shared and remotely accessed in your organisation?
Do you have retention polices in

line with GDPR guidelines?

Do you have a nominated data processor/controller?
Do you have a process for a data breach?

Disaster Recovery

Do you have local/cloud backups activated in case of data loss?
Does your organisation have a business continuity plan in place to make sure you can recover quickly from a disruptive event?

Third-party Applications

Third-party applications, particularly those that are Cloud-based

are particularly vulnerable from a security perspective.

Is Two-Factor Authentication in place for those products?

Do users have separate passwords?

Email

Cloud-based email products like Office365 also need an extra layer of protection. Office365 has Two-Factor Authentication as an added feature, make sure this is activated.

Mobile device usage and BYOD

Does your organisation allow staff to have email on personal devices?

Are there usage policies in place for mobile devices and BYOD (Bring your own Device) policies for staff who use their own devices?

File Management

Are files/folders held on individual machines or stored in a central location?

It is good practice to advise staff not to store files/folder on individual machines.

Training

Do you communicate with staff about what to do if they get a potentially harmful file or if they think their machine has been

hacked?

Do you have controls in place with key functions like finance to question emails that relate to funds-transfer?

Vulnerability Testing

Have you ever performed internal/ external vulnerability testing on your IP's addresses?

WIFI

Does your organisation have WIFI in place for staff and guest users and are they separate so guests cannot get onto the network?

If you have completed the checklist and have concerns about any of the areas listed above, please contact us.

supportIT can conduct a review of all internal policies, processes and infrastructure that relate to IT security. A full recommendations report is part of the service, which includes vulnerability testing.

See www.supportIT.ie for further information or contact Maja Radojicic at mradojicic@supportIT.ie



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