

Cybersecurity Policies and Risk Management

Assignment - 7

Standard - Acquisition and Divestiture

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Acquisition and Divestiture

- Purpose/Scope**

This document outlines the necessities for incorporating 50 laptops and 50 desktops operating on Windows 10, obtained from a recently acquired company, into our current Windows 11 environment.

- Equipment Acquisition - Introduction**

An acquisition is one company acquiring another company's assets. When this happens, there exists complexity when change in operating system happens. This document explains what to consider when integrating computers from a company which is just bought. In this case, Windows 10 is used by the acquired company and Windows 11 is used by the acquiring company and should be able to run all the previous company's programs in their computers. This document outlines the steps to switch smoothly, avoiding problems for the new employees and their machines.

- Goal - Equipment Acquisition List**

This list contains the necessary upgrades from Windows 10 to Windows 11.

1. Compatibility of Hardware - The Windows 11 should be checked if it's meeting the basic hardware requirements that the operating system must have. These may include CPU, storage, secure boot etc. The company responsible for the operating system provides a tool to assess the compatibility.
2. Compatibility of Software - Similar to hardware, the compatibility of software must also be checked. This constitutes of testing the applications that run on Windows 10, whether they are running on Windows 11 also. If at all they are incompatible, then necessary changes or updates have to be made.
3. Finding the Right Gears - Driver availability is also important for the proper functioning i.e the updated drivers for Windows 11 for the hardware components on the devices which have been acquired, such as network and graphics card.
4. License Status - The license status of the installations in the Windows 10 system, must be determined as the licenses must be migrated to the acquiring company's operating system's version Windows 11.
5. Information Transfer Plan - Also known as data migration, this is a plan developed in order to transfer all the required information or data from the acquired machines to the existing infrastructure. For this, tools for network migration or cloud storage should be used.

6. Safety Net and Rebooting - Establish a thorough backup plan for preserving user data and applications on the machines acquired, prior to commencing the transition to Windows 11.
7. Training the users - Create the training resources and host sessions to acquaint users with the updated features and interface of Windows 11.
8. Integration of Security - This emphasizes the need to equip the acquired machines with the latest security tools like antivirus, firewalls etc to safeguard sensitive data and keep cyberattacks at bay.
9. Strategy for deployment - Formulate a deployment plan for transitioning laptops and desktops from Windows 10 to Windows 11, encompassing a staged implementation approach, testing protocols, and backup strategies to mitigate potential obstacles during the migration process.
10. Post-transition assistance - This emphasizes the continued availability of assistance after the transition to Windows 11. It suggests a dedicated team or resource is in place to address user concerns. This also uses a nautical metaphor to highlight the role of a support team in guiding users through the functionalities and troubleshooting any issues they encounter with Windows 11.

• **RACI Table**

Task	R (Responsible)	A (Accountable)	C (Consulted)	I (Informed)
Compatibility of Hardware	IT Staff	IT Manager	Procurement	Clients / Users
Compatibility of Software	IT Staff	IT Manager	IT Dept & Management	Clients / Users
Finding the right gears	IT Staff	IT Manager	IT Dept	Clients / Users
License Status	IT Legal Team	IT Manager	Legal Dept	Clients / Users
Information Transfer Plan	IT Staff	IT Manager	Network Operations Team	Clients / Users
Safety Net and Rebooting	IT Staff	IT Manager	Data Security Team	Clients / Users
Training the users	IT Training Team	IT Manager	HR training Team	Clients / Users
Integration of Security	IT Security Team	IT Manager	Security Team	Clients / Users
Strategy for deployment	IT Staff	IT Manager	Management	Clients / Users
Post transition assistance	IT Support Staff	IT Manager	Management	Clients / Users

- **Equipment Divestiture - Introduction**

This document is a divestiture which focuses on what to consider when leaving your current company and taking control of your own venture. You have 50 laptops and desktops running Windows 11 that need to be successfully transferred to your new environment. It outlines steps to make this switch efficient, minimizing any impact on your new business's operations.

- **Goal - Equipment Divestiture List**

1. Backing up of data - This emphasizes the critical importance of safeguarding essential information (data) on Windows 11 of the company. It uses a launch metaphor to highlight the importance of backups happening before starting the new venture i.e after acquisition.
2. Transfer of licenses - This highlights the need to ensure that the new business has the proper authorization (licenses) to use Windows 11 on the transferred machines, following all legal and software regulations.
3. Storing of applications - This uses a metaphor to represent the software inventory as a map of all the programs installed. It emphasizes how this map will be crucial for the new owner's success by providing a clear picture of the software available and its licensing details.
4. Storing of Hardware - This emphasizes the creation of a detailed guide for each Windows 11 machine, including its technical specifications (processing power, RAM, etc.), current configuration (software and settings), and overall physical condition. It highlights the importance of this manual for facilitating ownership transfer and future maintenance needs.
5. Security Implementation - This emphasizes the multi-layered approach to data security on Windows 11. It highlights the use of encryption to scramble data, access controls to limit who can see it, and data wiping procedures to ensure no sensitive information remains on the machines after they leave your possession.
6. User data restoration - This includes the user-centric aspect of the task and highlights that the restoration will follow a pre-defined data transfer strategy.
7. Compliance with Legal measures - It emphasizes the importance of following all legal and regulatory rules during the asset transfer. It highlights three key areas to focus on: data protection (ensuring user information is handled properly), intellectual property rights (ownership of software and other creative works), and contractual obligations (any agreements related to the transferred assets). It also emphasizes the benefit of following these rules to avoid legal disputes and penalties.

8. Transition Support - This suggests the new owner is taking the helm (becoming the captain) of their new venture. It emphasizes providing them with the "tools" they need to succeed – training, technical support, and knowledge transfer – specifically for managing the Windows 11 machines effectively.
9. Documentation - Documentation is the creation of a comprehensive document that serves as a reference guide for the current company. It highlights that this guide should detail the specifications of the transferred assets (hardware and software), any associated licensing agreements, and warranty information, all of which are crucial for ownership transfer and future maintenance.
10. Post Divestiture Monitoring - This involves conducting an evaluation to assess the strengths and weaknesses or vulnerabilities of the process. It highlights the goal of using this information to continuously improve how the organization handles future divestitures.

- **RACI Table**

Task	R (Responsible)	A (Accountable)	C (Consulted)	I (Informed)
Backing up of data	IT Staff	IT Manager	Management - data team	Clients / users
Transfer of Licenses	Legal Dept	IT Manager	Procurement	Clients / users
Storing of applications	IT Staff	IT Manager	Software Vendor	Clients / users
Storing of hardware	IT Staff	IT Manager	Management - Assets	Clients / users
Security Implementation	IT Security Team	IT Manager	Management	Clients / users
User data restoration	IT Team	IT Manager	Management - data team	Clients / users
Compliance with Legal measures	Legal Dept	IT Manager	Legal Officer	Clients / users
Transition Support	IT Support Team	IT Manager	HR Dept	Clients / users
Documentation	IT and Legal team	IT Manager	Procurement	Clients / users
Post - Divestiture Monitoring	IT Staff	IT Manager	Quality Assurance	Clients / users

- **CSF Framework**

The Cybersecurity Framework(CSF) was developed by NIST (National Institute of Standards and Technology which provides guidelines for organizations in the United States.

The CSF has five main categories:

- Identify : Includes identifying the organization's risk management factors.
- Protect : This includes the security related matters of the organization.
- Detect : This function detects any cybersecurity event.
- Respond : This includes responding to a cybersecurity event.
- Recover : This functions includes actions taken to recover from a cybersecurity event.

- **Version Control**

This document is Version 1.0 written on Date: 03-02-2024.

- **References**

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- Contents of written acquisition plan(2024), [https://www.acquisition.gov/far/7.105#:~:text=Acquisition%20personnel%20shall%20document%20the,the%20contractor's%20accounting%20system\)%2C%20and](https://www.acquisition.gov/far/7.105#:~:text=Acquisition%20personnel%20shall%20document%20the,the%20contractor's%20accounting%20system)%2C%20and)
- Divestiture : Disposal of a company's assets, <https://corporatefinanceinstitute.com/resources/valuation/divestiture-overview/>