

Meeting Agenda

Title: Cybersecurity Strategy Review

Date: 01/07/2024

Time: 13hr00

Location: 59 Woodlands Avenue, Hurlingham, Sandton

1. Welcome and Introductions

- I will welcome everyone, including stakeholders.
- Introduction of attendees: **Rathabile** (Chairperson

Mzwakhe (Manager)

Neo (Administrator)

2. Conduct Security Audit and identify Vulnerabilities

- Overview of recent security audit.
- Identification and discussion of discovered vulnerabilities.
- Prioritization of vulnerabilities based on risk and impact

3. Implement Security Measures for Desktop and Multi-User Systems

- We will review of current security measures in place for desktops and multi-user systems.
- Propose enhancements and new measures to be implemented.
- Discuss on deployment timelines and responsible teams.

4. Monitor Network Traffic for Suspicious Activity

- We need to check current network monitoring practices and tools.
- Get analysis of recent network traffic reports.
- Develop strategies for improving monitoring and detecting suspicious activity.

5. Develop a Response Plan for Potential Data Breaches

- Check existing data breach response plan overview.
- Once the Gaps are identified in the current plan.
- We then propose updates and improvements to the response plan.
- Assign roles and responsibilities in case of a data breach.

6. Educate Staff on Best Practices for Data Security

- We need to check the current training programs and their effectiveness.
- Come up with new training initiatives and materials to be introduced.
- Schedule for regular training and awareness sessions.

7. Open Discussion and Q&A

- Open floor for questions, suggestions, and discussion.
- Address concerns or new ideas from attendees.

8. Action Items and Next Steps

- Summary of key action items.
- Assigning of responsibilities and setting deadlines.
- Schedule the next meeting

9. Closing Remarks

- Final thoughts and thank you by the meeting facilitator.

Note:

Please review the attached documents prior to the meeting.

Ensure to be on time as we have tight schedule to cover all points.