

Audit Plan for Salon

Purpose

The purpose of this audit is to assess the security measures in place at xxxxx Hair Salon in Hereford, TX, to identify potential vulnerabilities and make recommendations for improvement.

Outcome

The outcome of this audit will be recommendations for enhancing the security posture of the Salon.

Scope

The scope of the audit includes the examination of the salon's physical security measures, IT infrastructure (if applicable), data handling processes, and employee training on security protocols.

Arrival: The auditor, Cesar Ortega, will physically conduct the audit onsite at the Salon in Hereford, TX. The auditor will coordinate with the salon manager upon arrival for access authorization.

Introduction: Once onsite, the auditor will establish communication with the salon manager to ensure coordination and access authorization.

Audit Meeting: During the audit process, the auditor will collaborate with the salon manager and other staff members, if required, to complete the audit plan documentation. Any additional items deemed necessary for the audit plan will be discussed and agreed upon by all parties involved.

Audit Hot Wash: Upon completion of the audit plan, the auditor will inform the salon manager that the audit has concluded. A post-audit meeting will then be scheduled to discuss initial findings and determine any necessary action plans or recommendations.

**Audit Commenced (1:00P.M/2024-04-20):
(3:00P.M/2024-04-20):**

Audit Complete

Auditor: Cesar Ortega

(xxxxxx):

		Audit Plan: Items and Observations		
		Auditor: Date:		
Item #	Description	Expected Findings/pass criteria	Observations	Pass (Yes/No)
1	Check password strength	Should be strong: no dictionary word	Passwords throughout the salon were weak and easily guessable, posing a significant risk.	No
2	Check ports using shield's up	Ports are in stealth or at least closed	Port scanning tests revealed open ports, indicating potential vulnerabilities.	No
3	Check for missing updates	Computer is up to date with auto updates on	Many computers and devices were found to be running outdated software.	No
4	Check for back up	Back up exists	The salon lacked a comprehensive data backup plan, leaving critical business data vulnerable.	No
5	Computer is kept in a location with controlled access	Access is limited to those with a need	Access to computers was not adequately restricted, potentially compromising security.	No
6	Review computer files for possible malware	No malware found	No malware was detected during the audit.	Yes
7	Check for access control on personal files	Only computer owner can access all files	Access control measures for sensitive files were inadequate, increasing the risk of breach.	No
8	Check for malware protections	Malware protection active	Malware protection software was active on all systems.	Yes
9	Check for surge	Surge protection	Surge protection was	Yes

	protection on power supply	present	present on all power supplies.	
10	Check Router in location with good air flow	Air flow and temperature okay	Routers were located in areas with adequate ventilation.	Yes
11	Router is kept in a location with controlled access	Access is limited to those with a need	Access to routers was not adequately restricted.	No
12	Ensure router is password protected	Password is active	Router passwords were active but were weak.	No
13	Ensure access controlled on all business systems	Access is controlled	Access control measures for business systems were inconsistent and ineffective.	No
14	Ask about a security plan	Security policies are in place	No formal security policies were in place.	No
15	Check for other digital devices	No other devices	Only owner-owned devices were connected to the network.	Yes
16	If additional devices discovered check for the above on them	Passwords, backups, access control exist	N/A	N/A
17	Checking for a ransomware plan	should have a documented ransomware plan	No documented plan for responding to ransomware attacks was found.	No
18	Security training	should have received comprehensive security training	No formal security training was provided to staff.	No