

Computer Configuration Baseline Standard

# Overview/Purpose

**<Utility Name>** uses servers and workstations to support data processes in fulfilling its mission. Servers and workstations that are not configured properly are vulnerable to hacking, and various forms of malware, including rootkits and botnets. This standard define baselines for new servers and workstation configuration.

# Scope

This standard apply to:

* Servers and workstations configured by IT Department.
* Servers and workstations configured by vendors contracted by **<Utility Name>**.

# Standard

The IT Department shall use benchmarks published by the Center for Internet Security as a baseline for new computers configuration. These benchmarks are available at Center for Internet Security <https://benchmarks.cisecurity.org/downloads/multiform/>.   
Benchmarks currently in use by the Utility shall be documented using the *Computer Configuration Benchmarks* Form. If benchmarks are not available for new system, the IT Manager is responsible for creating temporarily benchmarks.

# Compliance

## Compliance Measurement

The <**person or group responsible for policy**> will verify compliance to this policy through various methods, including but not limited to, business tool reports, internal and external audits, and feedback to the policy owner.

## Exceptions

Any exception to the policy must be approved by the <**person or group responsible for policy** > in advance.

## Non-Compliance

An employee found to have violated this policy may be subject to disciplinary action in accordance with **<Utility Name>** HR policies.

# Related Standards, Policies, and Processes

* Center for Internet Security  
  Secure Configuration Benchmarks  
  (<https://benchmarks.cisecurity.org/>)

# Responsibilities

The ISP uses the RACI model for assigning responsibility.

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| --- | --- | --- | --- |
| Responsible | Accountable | Consulted | Informed |
| IT Manager | **CEO/GM** | **IT Administrator** | **IT Department** |

*[Explanatory Note: <Utility Name> should feel free to alter section to reflect the specific responsibility requirement determined by <Utility Name> management.]*

# Approval

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<**Insert title of approver**> Date

# Revision History

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| --- | --- | --- |
| Date of Change(s) | Revised by | Summary of Change(s) |
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