

# Controls and compliance checklist

To complete the controls assessment checklist, refer to the information provided in the [scope, goals, and risk assessment report](#). For more details about each control, including the type and purpose, refer to the [control categories](#) document.

Then, type an X in the “yes” or “no” column to answer the question: *Does Botium Toys currently have this control in place?*

## Controls assessment checklist

Yes	No	Control
		Least Privilege
		Disaster recovery plans
		Password policies
		Separation of duties
		Firewall
		Intrusion detection system (IDS)
		Backups
		Antivirus software
		Manual monitoring, maintenance, and intervention for legacy systems
		Encryption
		Password management system
		Locks (offices, storefront, warehouse)
		Closed-circuit television (CCTV) surveillance

Fire detection/prevention (fire alarm, sprinkler system, etc.)

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To complete the compliance checklist, refer to the information provided in the [scope, goals, and risk assessment report](#). For more details about each compliance regulation, review the [controls, frameworks, and compliance](#) reading.

Then, type an X in the “yes” or “no” column to answer the question: *Does Botium Toys currently adhere to this compliance best practice?*

### Compliance checklist

#### Payment Card Industry Data Security Standard (PCI DSS)

Yes	No	Best practice
		Only authorized users have access to customers’ credit card information.
		Credit card information is stored, accepted, processed, and transmitted internally, in a secure environment.
		Implement data encryption procedures to better secure credit card transaction touchpoints and data.
		Adopt secure password management policies.

#### General Data Protection Regulation (GDPR)

Yes	No	Best practice
		E.U. customers’ data is kept private/secured.
		There is a plan in place to notify E.U. customers within 72 hours if their data is compromised/there is a breach.
		Ensure data is properly classified and inventoried.

Enforce privacy policies, procedures, and processes to properly document and maintain data.

System and Organizations Controls (SOC type 1, SOC type 2)

Yes	No	Best practice
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		User access policies are established.
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		Sensitive data (PII/SPII) is confidential/private.
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		Data integrity ensures the data is consistent, complete, accurate, and has been validated.
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		Data is available to individuals authorized to access it.
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This section is *optional* and can be used to provide a summary of recommendations to the IT manager regarding which controls and/or compliance best practices Botium Toys needs to implement, based on the risk posed if not implemented in a timely manner.

**Recommendations (optional):** In this section, provide recommendations, related to controls and/or compliance needs, that your IT manager could communicate to stakeholders to reduce risks to assets and improve Botium Toys' security posture.