

Personnel Security

Security Architecture & Tool Sets

Policies, Processes, and Standards

Foundation of administrative controls

Includes:

- Change control
- Configuration management
- Monitoring and response
- Personnel security controls
- Business continuity
- Disaster Recovery

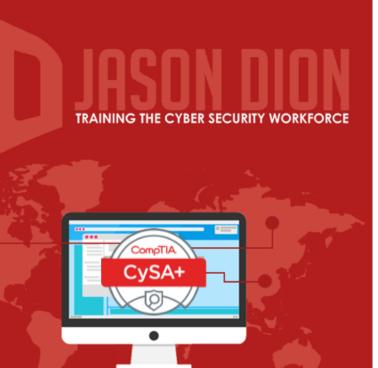




Separation of Duties

 Requires more than one person to perform a task by breaking the task into additional parts

 Provides a system of checks and balances to prevent fraud and abuse



Dual Control

 Process requiring two individuals to perform the action together

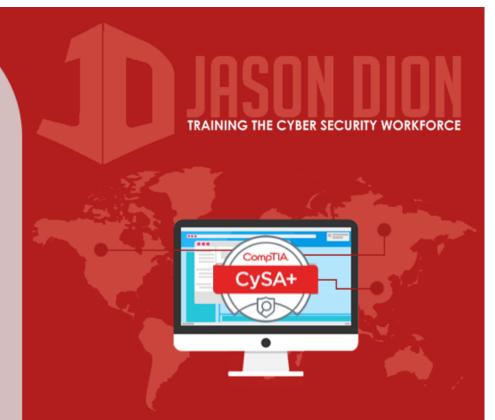
• Example: Unlocking a safe or a server room





Succession Planning

- Focuses on ensuring important duties will always have someone who can perform them
- Prevents issues from task not being performed during personnel turnover
- Example:
 A primary and backup administrator



Cross Training of Employees

- Focuses on teaching employees skills to cover tasks other coworkers perform
- On-the-job training is used to ensure you have additional resources for a big project in the future or if someone quits



Background Checks

Conducted prior to hiring an employee

Example:
 Bank runs credit check on new hires







Mandatory Vacation Time

Staff members must take vacation

 Allows us to identify any issues being hidden since the person will not maintain continuous access to the systems





Termination

 Policies and procedures focuses on what to do when an employee is terminated

 Retrieving company property, disabling accounts, changing security codes, etc.





