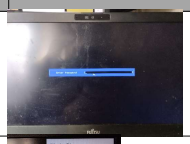
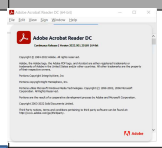
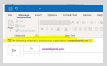
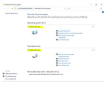
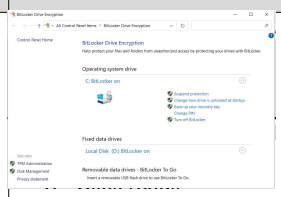
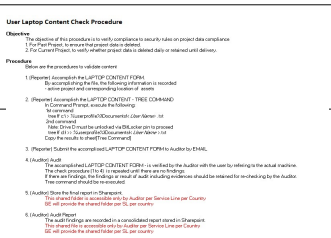
Comment	Steps (How to check or get evidence)	Screenshots (Expected)	Screenshots (Actual Result)	Note (Date & Time)	OK/NG
Is the virus definition file updated within 7days? (If you cannot access FJ-WAN or Internet, the term is within one month.)	Skip for cycle June 16 -July 15, 2022				
Is real-time protect (Auto-Protect) active?					
Is virus scan (scheduled scan) set-up?					
Has the virus scan been carried out within 7days?					
Are all drives target of virus scan?	GDC policy				
Is the Windows login password set-up?	GDC policy				
Is the screen lock password set?	GDC policy				
Is the waiting time of the screen saver within 10 minutes?	1. Right click on the desktop 2. Select Display Settings 3. Select Power & Sleep 4. Set the waiting time of the screen saver to 10 minutes GDC policy				
Is password required when waking up from standby?	GDC policy				
In the case of a laptop, is the BIOS password set?	1. Upon boot up continuosly press F2 (Security PICs/Leads reported that for some machines F12 works or F8) - Please confirm 2. If prompted with BIOS password - OK if none NG			7/15/2022 17:00	OK
In the case of a laptop, is HDD password set?	1. In the windows search type 「This PC」 2. Click This PC 2. Double click Local disk			7/15/2022 17:00	OK
Is OS supported by microsoft? Please confirm the end of OS support. *1	Skip for cycle June 16 -July 15, 2022				
Is the latest security update of WSUS or Microsoft Update applied?					
Is Adobe Flash Player supported ? Please confirm if it is supported. *2	Adobe stopped supporting Flash player beginning December 31, 2020				
Is Adobe Reader supported ? Please confirm if it is supported. *2	Support from vendor expired or not? If expired = NG			7/15/2022 17:00	OK
Is Adobe Acrobat supported ? Please confirm if it is supported. *2	Skip for cycle June 16 -July 15, 2022				
Is Java Runtime Plugin supported ? Please confirm if it is supported. *2	Support from vendor expired or not? If expired = NG			7/15/2022 17:00	OK
Is RealPlayer supported ? Please confirm if it is supported. *2	Skip for cycle June 16 -July 15, 2022				
The 「search across computers」 function of Google Desktop disabled? If applied, please choose NG.	Google Desktop was officially discontinued on September 14, 2011 1. In the windows search, type "Google Desktop" 2. There should be no Google Desktop application found in the laptop				
If you use e-mail, is SHieldMailChecker , tool to prevent sending e-mail to outside the company by mistake, installed ?	Similar Tool not available in GDC Always set to "-" 1. Open Outlook 2. Type email address other than @fujitsu.com 3. Is notification appearing?				
・In Internet Explorer Menu, click [Tools]-[Internet Options]-[Contents] tab - [Autocomplete] settings . ・In [Use AutoComplete for] items, is [Ask me before saving passswords] unchecked?	GDC Policy autocomplete is not prohibited Always set to "-"				
Windows user: In the case of laptop, is encryption HDD mounted or encryption software installed?	1. In the windows search, type "Manage Bitlocker 2. Click result 3. Is the bitlocker status is "on"?			7/15/2022 17:00	OK
Follow the tree command	For targeted members are: JML (Joiner, Mover and Leaver) Please follow the Laptop Content Check Procedure and complete PL_07 and PL_08		*Please refer to Security - Laptop Content Form_Fullname.xlsx	7/15/2022 17:00	OK