Lab #10 – Assessment Worksheet

Part A – Policy Statement Definitions

Course Name: _____

Student Name: _____

Instructor Name: _____

Lab Due Date: _____

Overview

Create a policy statement that defines how these policies mitigate the risk, threat, or vulnerability as indicated in the gap analysis matrix below for each of the gaps identified and recommended policy definitions.

Risk – Threat – Vulnerability	IT Security Policy Definition
Unauthorized access from public Internet	
User destroys data in application and deletes all files	
Hacker penetrates your IT infrastructure and gains access to your internal network	
Intra-office employee romance gone bad	
Fire destroys primary data center	
Communication circuit outages	
Workstation OS has a known software vulnerability	
Unauthorized access to organization owned workstations	
Loss of production data	
Denial of service attack on organization e-mail server	

Risk – Threat – Vulnerability	IT Security Policy Definition
Remote communications from home office	
LAN server OS has a known software vulnerability	
User downloads an unknown e –mail attachment	
Workstation browser has software vulnerability	
Service provider has a major network outage	
Weak ingress/egress traffic filtering degrades performance	
User inserts CDs and USB hard drives with personal photos, music, and videos	
VPN tunneling between remote computer and ingress/egress router	
WLAN access points are needed for LAN connectivity within a warehouse	
Need to prevent rogue users from unauthorized WLAN access	

For each identified gap, insert a recommendation for an IT security policy to help mitigate the risk, threat or vulnerability:

Define a policy statement (2 or 3 sentences max) for each of the following policy definitions that are needed to remediate the identified gap analysis for the IT security policy framework:

1. Access Control Policy Definition

2. Business Continuity – Business Impact Analysis (BIA) Policy Definition

3. Business Continuity & Disaster Recovery Policy Definition

4. Data Classification Standard & Encryption Policy Definition

5. Internet Ingress/Egress Traffic & Web Content Filter Policy Definition

6. Production Data Back-up Policy Definition

7. Remote Access VPN Policy Definition

8. WAN Service Availability Policy Definition

9. Internet Ingress/Egress Availability (DoS/DDoS) Policy Definition

10. Wireless LAN Access Control & Authentication Policy Definition

11. Internet & E-Mail Acceptable Use Policy Definition

12. Asset Protection Policy Definition

13. Audit & Monitoring Policy Definition

14. Computer Security Incident Response Team (CSIRT) Policy Definition

15. Security Awareness Training Policy Definition

Lab #10 – Assessment Worksheet

Part B – Craft an IT Security Policy Definition

Course Name: _____

Student Name: _____

Instructor Name: _____

Lab Due Date: _____

Overview

In this lab, you are to create an organization-wide policy defining from the list provided in Lab #10 – Part A. Here is your scenario:

- Regional ABC Credit union/bank with multiple branches and locations throughout the region
- Online banking and use of the Internet is a strength of your bank given limited human resources
- The customer service department is the most critical business function/operation for the organization
- The organization wants to be in compliance with GLBA and IT security best practices regarding employees
- The organization wants to monitor and control use of the Internet by implementing content filtering
- The organization wants to eliminate personal use of organization owned IT assets and systems
- The organization wants to monitor and control use of the e-mail system by implementing e-mail security controls
- The organization wants to fill the gaps identified in the IT security policy framework definition
- Select one of the identified policy definitions from the gap analysis and define an entire IT security policy definition for this needed policy definition

Instructions

Using Microsoft Word, create an IT security policy definition of your choice to mitigate the risks, threats, and vulnerabilities identified in the gap analysis. Use the following policy template:

ABC Credit Union

{ Insert Policy Definition Name Here }

Policy Statement

{Insert policy verbiage here from Lab #10, Part A for your selected IT security policy definition}

Purpose/Objectives

{Insert purpose of the policy as well as the objectives – bulleted list of the policy definition.

Be sure to explain how this policy definition fills the identified gap in the overall IT security policy framework definition and how it mitigates the risks, threats, and vulnerabilities identified.}

Scope

{Define this policy and its scope and whom it covers.

Which of the Seven Domains of a typical IT infrastructure are impacted?

What elements or IT assets or organization-owned assets are within the scope of this policy?

Etc.?}

Standards

{Does this policy point to any hardware, software, or configuration standards? If so, list them here and explain the relationship of this policy to these standards.}

Procedures

{Explain in this section how you intend on implementing this policy organization-wide.}

Guidelines

{Explain in this section any roadblocks or implementation issues that you must address in this section and how you will overcome them as per defined policy guidelines.}

Note: Your policy document must be no more than 3 pages long.