

Internal Memorandum

To: Paula Alexander (hal.cio@seccdc.org)

CC: judge\_10@seccdc.org

From: hal10@seccdc.org

Date: February 18, 2019

Memo #: 001

Re: Initial System Configuration

Greetings,

The systems and services on our network have been secured in accordance with HAL policy. All of the services we are running have been hardened including the email system, DNS server, webserver and ecommerce site, FTP server, and Active Directory. The necessary change management forms have been sent to the CISO. We will continue to notify you of any additional changes to our systems according to the HAL ISSP for Change Control.

Thank You,

Team10

*In accordance with HAL Memorandum policy, the entire header must be completed or the recipient may not acknowledge this as an official memorandum. Professional communications methods and decorum must be observed at all times.*