Digital Asset Catalogue

January 1, 2021

**Disclaimer**

This document is for informational purposes only. The information contained in this document is intended as an educational resource and guidance for the CyberSecure Canada eLearning series. Reliance on the information contained in this document does not guarantee a successful certification.

# Revision history

The Digital Asset Catalogue has been modified as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Version | Modification | Modifier |
| 2021-01-01 | 1.0 | Initial inventory of digital assets | Dylan Smith |
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|  |  |  |  |
|  |  |  |  |

# General Security Controls & Justifications

Frank’s Flower Shop has reviewed the devices and implemented the following security controls universally:

* User Auth – We are standardizing Two-Factor Authentication (2FA) across our organization. Wherever possible, 2FA must be enabled and used. This is to reduce the risk of access breaches.
* Auto Patching – Automatic patching must be enabled wherever possible across our organization. This is to reduce the risk of malware.
* EMM – Enterprise Mobile Management is used for all mobile devices with SIM cards, such as smartphones and laptops.
* COBO – Company Owned, Business Only setup will apply to all mobile devices. All such devices will be managed in EMM.
* NFC – Near Field Communication will be disabled on all mobile devices managed by EMM, as it poses a security risk to corporate data.
* IRDA – Infra Red Data Association transmitters and receivers will be disabled in the OS of all laptops managed by EMM as this function poses a security risk to corporate data.
* Mobile Wallet – Our standard smart phones will have mobile payment disabled to reduce risk of security breaches on corporate payment cards.

# Inventory of assets

## IT Hardware Inventory

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ID | **Device Type** | **Vendor** | **Model** | **Assignee** | **O/S** | **Purchase Date** | **Security Controls And Justifications** | | | | | | | | | | | |
|  |  |  |  |  |  |  | Criticality | User  Auth | Auto  Patching | Remote  Mgmt | Wi-Fi | Blue  Tooth | Shared  Drive | Storage  Encrypt | Onsite  Backup | Offsite  Backup | Offline Backup | Perimeter  Defense |
| 1 | Laptop | Dell | Latitude 7410 Standard | John Doe | Windows 10 | 2020-03-01 | 1-Critical Can operate for two days without. Workaround: close temporarily. | 2FA Standard | Auto  Standard | Disabled  Standard | Enabled  Standard | Disabled Standard | \\NAS\Exec Executive use | Yes Standard | \\NAS\Backup Nightly | OneDrive  Standard | Windows Firewall Standard | 1 |
| 2 | Laptop | Apple | MacBook Air 2020 User needs to use Mac specific software. | Jane Doe | MacOS X | 2020-06-23 | 2-Normal Can operate for two days without. Workaround: close temporarily. | 2FA Standard | Auto  Standard | Disabled  Standard | Enabled  Standard | Enabled. Combo wireless card cannot be disabled without disabling Wi-Fi | \\NAS\Exec Executive use | Yes Standard | \\NAS\Backup Nightly | OneDrive  Standard | n/a Not available | 2 |
| 3 | Router | D-Link | DIR-X1560 | HQ Data Closet | n/a | 2020-03-07 | 1-Critical Can operate for two days without. Workaround: close temporarily. | Passphrase Device does not support 2FA | Manual Device does not support auto update | LAN Only Admin use only | WPA2-Personal  Standard | n/a | n/a | n/a | \\NAS\Backup Nightly | OneDrive  Standard | Vlan - Office VLan (30) - Access Vlan (10)  Router Firewall Office WiFi (WPA2) - Deny All - Route to Office Vlan  Guest WiFi (WPA2) - Deny All - Route to Access Vlan | 3 |
| 4 | Monitor | LG | 22MN430H-B | John Doe | n/a | 2020-03-01 | 2-Normal Can operate for two weeks without. Workaround: laptop screen. | Passphrase Device does not support | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | 4 |
| 5 | Laptop | Dell | Latitude 7410 Standard | Peter Smith | Windows 10 | 2020-04-01 | 2-Normal Can operate for two weeks without. Workaround: Work from home | 2FA Standard | Auto Standard | Enabled For remote helpdesk support | Enabled  Standard | Disabled Standard | n/a | Yes Standard | n/a Non-critical. Offsite only. | OneDrive  Standard | Windows Firewall Standard | 5 |
| 6 | Laptop | Dell | Latitude 7410 Standard | Tom Larsson | Windows 10 | 2020-04-01 | 2-Normal Can operate for two weeks without. Workaround: Work from home | 2FA Standard | Auto Standard | Enabled For remote helpdesk support | Enabled  Standard | Disabled Standard | n/a | Yes Standard | n/a Non-critical. Offsite only. | OneDrive  Standard | Windows Firewall Standard | 6 |
| 7 | Laptop | Dell | Latitude 7410 Standard | Ron Jacob | Windows 10 | 2020-04-01 | 2-Normal Can operate for two weeks without. Workaround: Work from home | 2FA Standard | Auto Standard | Enabled For remote helpdesk support | Enabled  Standard | Disabled Standard | n/a | Yes Standard | n/a Non-critical. Offsite only. | OneDrive  Standard | Windows Firewall Standard | 7 |

## IT Software Inventory

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ID | **Vendor** | **Software**  **& Version** | **Technical**  **Owner** | **Update**  **Method** | **Installed**  **On** | **Confidential**  **Info Stored** | **Security Controls And Justifications** | | | | | | | |
|  |  |  |  |  |  |  | Criticality | Hardening Guide | Auto  Patching | Remote Mgmt | User  Auth | Onsite  Backup | Offsite  Backup | Offline Backup |
| 1 | Kaspersky | Total Security 2021 | John Doe | Auto | Devices:  1,2,5,6,7,8 | None | 1-Critical Can operate for two days without. Workaround: pause scans. | Auto Standard | Via Admin Utility Required to force corporate policies | Windows Login | None Downloadable | None  Downloadable | 1 | Kaspersky |
| 2 | Google | Chrome | John Doe | Auto | Devices:  1,2,5,6,7,8 | None | 2-Normal Can operate for two weeks without. Workaround: Use built-in browser. | Auto Standard | n/a | Windows Login | None Downloadable | None Downloadable | 2 | Google |
| 3 | Intuit | QuickBooks Payroll | John Doe | Auto | Cloud | Yes – SIN | 1-Critical Can operate for two days without. Workaround: don’t run payroll for the time being | Auto Standard | n/a | Microsoft SSO 2FA | \\NAS\Backup  Nightly | OneDrive  Standard | 3 | Intuit |
| 4 | Microsoft | Office 365 | John Doe | Auto | Cloud | None | 1-Critical Can operate for two days without. Workaround: close temporarily. | Auto Standard | Via O365 Admin Portal | Microsoft SSO 2FA | \\NAS\Backup  Nightly | OneDrive  Standard | 4 | Microsoft |
| 5 | Wix | mycompany.com | Jane Doe | Auto | Cloud | None | 1-Critical Can operate for two days without. Workaround: website out of service for the time being. | Auto Standard | Via Wix Admin Portal | Microsoft SSO 2FA | Backup XML Downloaded on  \\NAS\Backup | Wix Built-In Backups Contact Wix Support 1-888-888-8888 to restore backups. | 5 | Wix |