# Controls and compliance checklist

To complete the controls assessment checklist, refer to the information provided in the [scope, goals, and risk assessment report](https://docs.google.com/document/d/1s2u_RuhRAI40JSh-eZHvaFsV1ZMxcNSWXifHDTOsgFc/template/preview#heading=h.evidx83t54sc). For more details about each control, including the type and purpose, refer to the [control categories](https://docs.google.com/document/d/1HsIw5HNDbRXzW7pmhPLsK06B7HF-KMifENO_TlccbSU/template/preview) document.

Then, type an X in the “yes” or “no” column to answer the question: *Does Botium Toys currently have this control in place?*

**Controls assessment checklist**

|  |  |  |
| --- | --- | --- |
| **Yes** | **No** | **Control** |
|  | X | Least Privilege |
|  | X | Disaster recovery plans |
|  | X | Password policies |
|  | X | Separation of duties |
| X |  | Firewall |
|  | X | Intrusion detection system (IDS) |
|  | X | Backups |
| X |  | Antivirus software |
|  | X | Manual monitoring, maintenance, and intervention for legacy systems |
|  | X | Encryption |
|  | X | Password management system |
| X |  | Locks (offices, storefront, warehouse) |
| X |  | Closed-circuit television (CCTV) surveillance |
| X |  | Fire detection/prevention (fire alarm, sprinkler system, etc.) |

To complete the compliance checklist, refer to the information provided in the [scope, goals, and risk assessment report](https://docs.google.com/document/d/1s2u_RuhRAI40JSh-eZHvaFsV1ZMxcNSWXifHDTOsgFc/template/preview#heading=h.evidx83t54sc). For more details about each compliance regulation, review the [controls, frameworks, and compliance](https://www.coursera.org/learn/foundations-of-cybersecurity/supplement/xu4pr/controls-frameworks-and-compliance) reading.

Then, type an X in the “yes” or “no” column to answer the question: *Does Botium Toys currently adhere to this compliance best practice?*

**Compliance checklist**

Payment Card Industry Data Security Standard (PCI DSS)

|  |  |  |
| --- | --- | --- |
| **Yes** | **No** | **Best practice** |
|  | X | Only authorized users have access to customers’ credit card information. |
|  | X | Credit card information is stored, accepted, processed, and transmitted internally, in a secure environment. |
|  | X | Implement data encryption procedures to better secure credit card transaction touchpoints and data. |
|  | X | Adopt secure password management policies. |

General Data Protection Regulation (GDPR)

|  |  |  |
| --- | --- | --- |
| **Yes** | **No** | **Best practice** |
|  | X | E.U. customers’ data is kept private/secured. |
| X |  | There is a plan in place to notify E.U. customers within 72 hours if their data is compromised/there is a breach. |
|  | X | Ensure data is properly classified and inventoried. |
| X |  | Enforce privacy policies, procedures, and processes to properly document and maintain data. |

System and Organizations Controls (SOC type 1, SOC type 2)

|  |  |  |
| --- | --- | --- |
| **Yes** | **No** | **Best practice** |
|  | X | User access policies are established. |
|  | X | Sensitive data (PII/SPII) is confidential/private. |
| X |  | Data integrity ensures the data is consistent, complete, accurate, and has been validated. |
|  | X | Data is available to authorized individuals to access it. |

This section is *optional* and can be used to provide a summary of recommendations to the IT manager regarding which controls and/or compliance best practices Botium Toys needs to implement, based on the risk posed if not implemented in a timely manner.

**Recommendations (optional):** To improve Botium Toys' security and compliance efforts, several key controls must be implemented, including Least Privilege, disaster recovery plans, robust password policies, separation of duties, an intrusion detection system (IDS), ongoing management of legacy systems, encryption, and a password management system. Additionally, addressing compliance gaps necessitates the implementation of controls like Least Privilege, separation of duties, and encryption, alongside the proper classification of assets to identify additional necessary security measures and and determine the impact of the loss of existing assets, including systems, on business continuity.