ProofPoint Proposal Moving Forward

Priority #1:

NNA – Expand trial group in US with the following groups (approximately 491 endpoints):

**HR Leadership and subordinates**

* + This would be to ensure that we are correctly identifying PII/PCI data.
  + We have seen in NMEX and NSAM where, when performing background checks, data was sent unencrypted to background services companies.
  + It is possible that the highest amount of PII leaks may be due to mishandling of some HR data.

Upon completion of this roll-out, continue rolling additions to the NNA region by departments. (I would be careful of using the word departments until you confirm how we are able to do it)

Priority #2:

We need to draft and receive approvals for second NewsBrake and Knowledge Base articles describing the Web Upload and USB blocking. These both will need to be approved, translated into Spanish and Portuguese, and then published. In order for this project to complete on the timeline, it is imperative that both of these are approved as soon as possible.

Potential Delays:

1. Initial approval process once originally drafted took over four (4) weeks. A publishing timeline for the NewsBrake is approximately two (2) weeks after submission. Communications stated at the time of the first publishing that they wanted to be more involved in any future requests.
2. There is at least a two (2) week lead time for NMEX/NNA to publish a KB article. This delay was four (4) weeks in NSAM.
3. Translation of the articles is approximately one (1) week.

Priority #3:

Full rollout of NNA email, USB, and Web Upload by March 31, 2023. This date is when our current software will no longer be renewed and Proofpoint will be our only DLP security option.

Potential Issues:

1. We are starting a larger test group well after the original target date. This limits our time to make corrections with configurations and false positives.
2. We will need the communications listed above to be published as soon as possible to continue a larger rolling roll-out.
3. We will also need to draft auto-replies to Skynet complaints which will likely occur often in the first few weeks of implementation.
4. Remove current Symantec protection. There will be a period of when Symantec software will be removed from systems prior to the install of Proofpoint. During that period of time, there will be no active DLP coverage.

Priority #4:

Questions needing immediate attention:

1. Can there be assigned a person that can make quick authorizations or can we have the autonomy to drive the next phases? Perhaps, a 15 minute weekly check-in would be sufficient. In light that there is no direct manager, small questions are usually not addressed as quickly because of the workload of the Sr. Managers, CISO, and Director.
2. When will the Smart Send option be turned off? This enables the user, with a warning, to still send material identified as a CIS-100 violation to external sources. In the planning phases, a ninety (90) day limit was discussed. We are approaching that timeframe within NMEX.
3. Will the USB exception cease upon implementation of Proofpoint. This would mean there would not be an exception policy. Other proposed options are a six month extension of the exception and then cancel it allowing the user to identify a secure workaround; or do we leave it in place in perpetuity. This has been a Sr. Manager or above decision in the past.

Timeline:

1. Proofpoint installation to additional 491 users in NNA to begin Monday 1/9/23.
2. Draft of NewsBrake and Knowledge Base article to be completed by Tuesday 1/10/23. Anticipated review by management by EOB Friday 1/13/23.
3. Submit article for publication to Communications team Monday 1/16/23.
4. Submit articles for translation to NMEX and NSAM Monday 1/16/23.
5. Begin writing prepared responses for Skynet questions anticipated as this project nears end. Continue to add additional users within NNA.
6. Determine the answer to Smart Send question above and USB exception policy.
7. NMEX USB and Web Upload to be implemented by first week of February 2023. This will be dependent on publication of NewsBrake in NNA and NMEX regions.
8. NSAM USB and Web Upload to be implemented by second week of February 2023. This will be dependent on publication of NewsBrake in NSAM.
9. Continue to add additional users within NNA.
10. Anticipate and time full NNA roll out mid-March 2023 for completion March 31, 2023.

(whichever region currently has Symantec DLP will need to uninstall / reinstall Proofpoint. Would you insert that above line 7 or 8)