

## Access controls worksheet

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	Note(s)	Issue(s)	Recommendation(s)
<b>Authorization /authentication</b>	An information event type occurred. Date 10/03/2023 and time 8:29:57 AM. IP address 152.207.255.255. Computer name "Up2-NoGud", and the user is Legal/Administrator.	Contractor Robert Taylor Jr. has a matching IP address and matches the time of incident. Has admin authorization- all users have admin authorization. End date of service 12/27/2019, should be inactive.	Enable MFA. Frequently review users' access. Make sure that users do not all have admin authorization. Ensure that once an employee is no longer with the company, to deprovision their account.