Velo Compute Audit CHECKLIST

Indicators of Compliance	Proof
Has the Information Security Policy been approved by the CEO and formally communicated to all 25 employees?	Company provides signed policy documents and evidence of information policy announcement to all employees. (Example: Broadcast email and acknowledgement)
The company analyses security threats and maintains documentation on how to proceed against similar incidents?	Company shows logs of CVE alerts and AWS Security notification history.
The company has established appropriate and secure communication channels for different purposes?	Established communication channels such as Teams are used. No WhatsApp groups are used to transfer delicate data or screenshots.
The company developed an awareness and training program for staff. The personnel successfully went through the awareness and training program?	Training completion certificates or program tracker.
Has the company established a secure remote-work policy regarding secure home-office setups?	Personnel signed a remote working agreement and policy in HR employee files.
Has anti-malware software been enabled in all company endpoints?	Centralized report from an endpoint management tool showing all 25 laptops (assets) compliant.
Access rights are reviewed periodically and specifically established for each role within the company, with clear limitations?	Employees show appropriate access to perform their tasks correctly. Access rights policy clearly stated within the company and documented.
Is PII currently being masked in non-production, production and testing environments and tasks?	Screenshot of a masked dataset in the staging database.
Previous employees no longer have access to credentials, accounts and company environments?	Credentials deletion, device wipe and exit interview logs available.
Multi-factor authentication (MFA) established to strengthen remote-work environments, cloud environments and protection of PII privacy and integrity?	IAM report: MFA established in cloud environment (AWS) for 100% users.