

IDENTIFY - Know what you have and what needs protection

- We have a list of all computers, laptops, servers, and mobile devices
- We know where our business data lives (email, cloud apps, file storage)
- We understand which systems are critical to daily operations
- We know who has access to what systems and data
- We've identified basic cybersecurity risks to the business

PROTECT - Protect your technology, data, and people

- Strong passwords are required (no shared passwords)
- Multi-factor authentication (MFA) is enabled where available
- Employees receive basic cybersecurity awareness training
- Business email is secured against phishing and spam
- Computers and servers are kept up to date with security patches
- Antivirus / endpoint protection is installed on all devices
- Data is backed up regularly

DETECT - Know when something isn't right

- We receive alerts for suspicious activity
- Systems are monitored for unusual behavior
- Employees know how to report suspicious emails or activity
- Failed login attempts are logged and reviewed
- We can tell when a device has not checked in or updated

RESPOND - Act quickly when an issue occurs

- We have a basic incident response plan
- We know who to call if there is a security issue
- We can isolate affected systems if needed
- Employees know what to do during a cybersecurity incident
- We document incidents and actions taken

RECOVER - Get back to business safely

- Backups are tested and can be restored
- We can recover systems after an incident
- We review what happened and improve defenses
- Policies and protections are updated after incidents
- Business operations can resume with minimal disruption