CYBERATTACK PLANNING WORKSHEET

UNDERSTANDING DATA:

I. ESSENTIAL DATA INFORMATION:

Where is our data stored? _____

How does our data flow in our organization?
_____

Who has access to our data?_____

Is our data encrypted? _____

Is all of our data considered sensitive or only some of it?
_____

II. DATA MONITORING:

Is there a log or record of who has accessed our data? _____

Where is our data backup located? _____

III. DATA VALUE:

What data is valuable? _____

Do we keep customer data? _____

Do we need to keep customer data? _____

Who would want to steal our data? _____

WHO TO CALL FOR HELP:

Our MSP, Managed Service Provider support phone number: _____

Internet Service Provider's phone number and account number:
_____

Attorney's phone number: _____

Insurance Agent's phone number: _____

Additional Software Vendor/ Partner's support phone numbers:

_____

Local Law Enforcement Agency phone number: _____

KEY STAFF:

Business Owner's mobile number: _____

Internal IT Team's mobile numbers: _____

Accountant/ Finance mobile numbers: _____

Head of HR mobile number: _____

Additional Leadership: _____

*** *Make sure all key staff have this information not only on their computer but also as a printed hard copy in case of a lock out. it is also helpful to have a copy at work and at home in case of an incident while not at the office.*