Global Moving

## CYBER SECURITY PROCEDURE

Cybersecurity is essential for protecting business and personal information from cyber threats. Even for a company with a simple IT setup consisting of four computers and no dedicated servers, implementing appropriate security measures is crucial. This report outlines best practices and recommended security measures to ensure data protection in a minimal IT environment.

Security Measures

1. Antivirus and Antimalware Protection

- Antivirus Software: Install and keep up-to-date antivirus software on all computers. Choose a product with real-time detection and regular scans.

- Antimalware: Also use antimalware software for comprehensive protection against threats such as ransomware and spyware.

2. Updates and Patches

- Operating System: Ensure all computers use updated versions of operating systems. Enable automatic updates to receive the latest security patches.

- Applications: Regularly update all software applications to fix known vulnerabilities.

3. Password Management

- Secure Passwords: Use complex and unique passwords for each account. Implement a policy to change passwords every three months.

- Password Management: Consider using a password manager to securely store and manage passwords.

4. Data Backup

- Regular Backups: Perform regular backups of important data. Use external storage devices or cloud backup services to ensure data can be recovered in case of loss or attack.

5. Network Security

- Firewall: Configure a firewall to protect the local network from unauthorized access and external attacks.

- Secure Wi-Fi: Ensure the Wi-Fi network is protected with a strong password and use WPA3 encryption if available.

6. Access Control

- User Permissions: Limit file and application access based on user roles. Each user should only have access to resources necessary for their work.

- Access Monitoring: Monitor access to and changes to sensitive files to detect suspicious activity.

7. Education and Training

- Employee Training: Provide periodic training to employees on cybersecurity best practices, such as recognizing phishing emails and other scams.

- Security Policies: Establish and clearly communicate the company's security policies and ensure all employees understand and adhere to them.

8. Incident Management

- Incident Response Plan: Develop and maintain an incident response plan outlining procedures to follow in the event of a security breach.

- Reporting: Implement a system for reporting security incidents and ensure all reports are documented and managed promptly.

Even in a setup with a few computers and no centralized servers, it is crucial to adopt appropriate cybersecurity measures to protect business data. By implementing the practices outlined above, the company can significantly reduce the risks associated with cyber threats and ensure information security.

Recommendations

- Conduct regular security assessments to identify and address any vulnerabilities.

- Consider engaging a cybersecurity consultant for expert support in managing security measures.

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