

## IT RISK Assessment Worksheet - April 13, 2022

Sponsored by PG&E, Promoted by Sacramento Rainbow Chamber of Commerce

### 1. DOMAIN

- My domain is: \_\_\_\_\_
- My Registrant Organization shows: \_\_\_\_\_
- My Registrar is: \_\_\_\_\_
- My Registration Expiration Date is: \_\_\_\_\_

\*\* If your domain were to get taken from you, you must upload a picture of your drivers license along with one of these documents that show BOTH your full name and the Registrant listed:

- The business license (local, county, state, provincial, or national agency)
- Tax certificate (number alone is not acceptable)
- Doing Business As (DBA) documentation
- Fictitious Name documentation
- General Business License
- Vendor Permit
- IRS 501(C)3 determination letter
- IRS S-Corporation election verification letter
- IRS 147(C) EIN/TIN verification letter
- IRS letter determining exempt/charitable status\*
- State-issued certificate of tax exemption that proves charitable status\*

NOTE: Tax returns, articles of incorporation or organization, applications or documents printed from the Internet are unacceptable.

### 2. EMAIL 2FA PROTECTION

- Does my email require a code sent to my phone if checking from a new device? YES or NO
- Does my firm or organization use Sharepoint/OneDrive? YES or NO
- Is there a policy in place that ALL accounts are 2FA Enabled? YES or NO
  - i. Who reviews this status on a monthly basis? \_\_\_\_\_

### 3. WORDPRESS SECURITY

- Is the login of your website secured/masked? YES or NO
  - i. ~~https://fastbreaktech.com/wp-admin~~
  - ii. <https://www.fastbreaktech.com/pt9ovtqgv7j1ck0vy1fkwdiz/>
  - iii. Use Free plugin: [Install WPS Hide Login](#)
- Does your website require 2FA login? YES or NO
  - i. Install Free plugin: Wordfence Security

#### 4. COMPUTER PASSWORD LOCAL OR DOMAIN PROTECTED

- Do you have to hit Ctrl + Alt + Delete to login? YES or NO
- Does your computer ask for a PIN or biometrics to login? YES or NO
- Does your computer ask for just a password, or no password? \_\_\_\_\_
- Make certain either the first two are in place. If not, your system might be on a local profile with no management in place. Passwords can be easily stripped via USB, then the rest of the computer data is fair game.

#### 5. DRIVE ENCRYPTION

- Is your hard drive encrypted? YES or NO
- Without encryption, data can be accessed if hardware stolen. Req Win Pro
- Imperative you use a cloud sync or off-site backup, no local only data

#### 6. SAVED LOGINS IN BROWSERS / PASSWORD MANAGERS

- Do you allow your Chrome, Edge or Firefox to save your passwords? YES or NO
- Use a password manager such as LastPass, 1Password, Dashlane

#### 7. VPN

- If your firm or organization has a physical server, do you use a VPN to access? YES or NO
- If YES, does your VPN require a code from your mobile device each day? YES or NO
- Use a VPN that includes 2FA. Windows server VPNs are convenient and quick but DO NOT offer 2FA and therefore not secure anymore. OpenVPN is perfect.

#### 8. OFF-SITE BACKUP

- Do you backup your data off-site to overcome a ransomware attack? YES or NO
- Have you tested your off-site backup? YES or NO
- Does your backup have 2FA enabled? YES or NO

#### 9. ENDPOINT ANTIVIRUS

- Does your Antivirus protection report to someone other than you? YES or NO
- Does your protection include EDR (Endpoint Detection and Response) YES or NO