National CyberWatch Center
Prince George's Community College
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www.nationalcyberwatch.org

Navigating IT Policies and Documentation Webcast

August 27, 2020

Webcast Protocol

:: Mute your phone/mic when listening

:: Questions during the webcast?

About the NCC Webcast Series

:: Last Thrs. each month, 1 hour long, 2pm ET

:: Recorder & archived on NCC YouTube Channel

:: Next one: September 24th: *Recruiting Women to Cybersecurity: From Intention to Action*

Navigating IT Policies and Documentation

:: Produced August 27, 2020

:: 2pm ET

Moderator

:: Casey W. O'Brien

:: Executive Director/PI

:: National CyberWatch Center

Panelist

:: Leslie Weinstein: as a consultant Leslie focuses on cyber policy and strategy and has contributed to several initiatives impacting the entire DoD cyber workforce, including the DoD Cyber Workforce Framework and the Cyber Excepted Service

Webinar Overview

01 Changing landscape
Transitioning from offices to remote workforce indefinitely.

02 Remote Workforce Requirements
What a remote workforce needs to be successful.

03 Policies to Support the Workforce
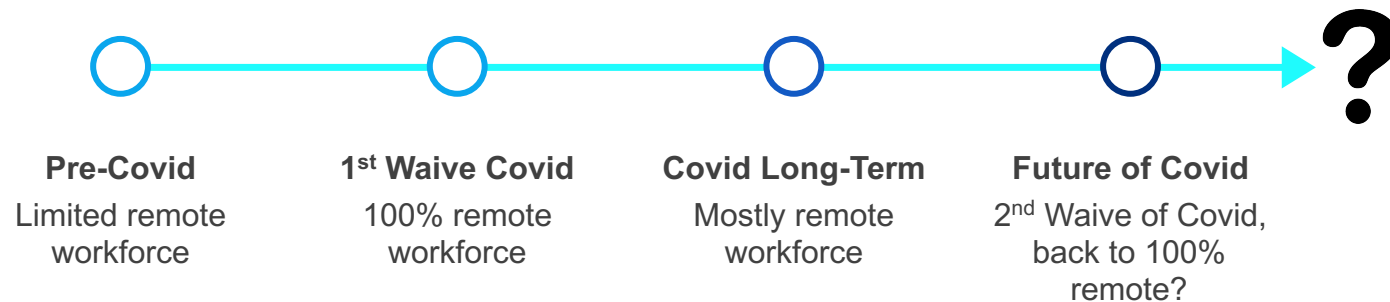Designing policies to enable the success of your remote workforce.

04 Documentation
The importance of documenting your policies and procedures.
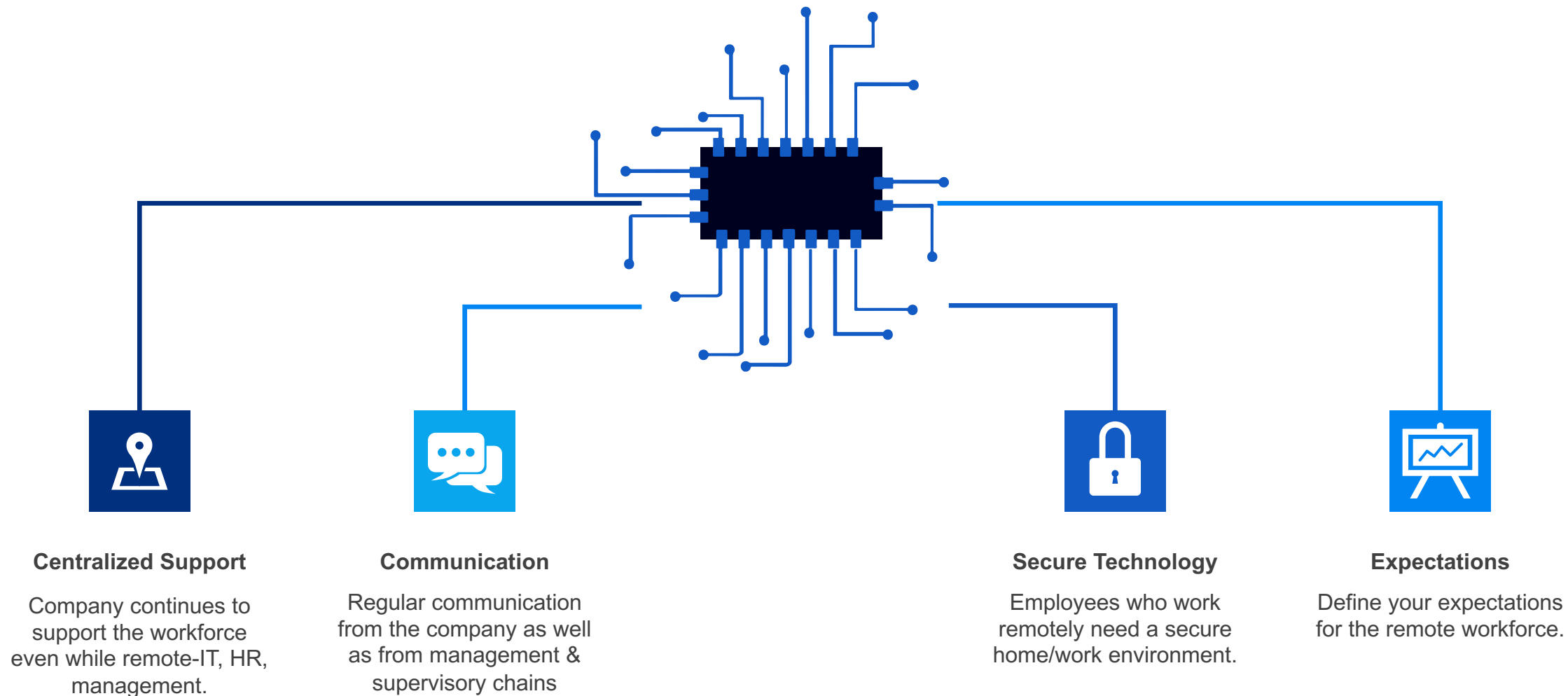
Changing Landscape

The shift to indefinite remote interactions

The landscape of the world has significantly changed in the past few months. Whether it is a business, university or teachers and students, many people have been forced to work, learn and interact remotely.

Pre-Covid

Limited remote workforce

1st Waive Covid

100% remote workforce

Covid Long-Term

Mostly remote workforce

Future of Covid

2nd Waive of Covid, back to 100% remote?

?

Need to prepare for the unknown

Remote Workforce Requirements

Centralized Support

Company continues to support the workforce even while remote-IT, HR, management.

Communication

Regular communication from the company as well as from management & supervisory chains

Secure Technology

Employees who work remotely need a secure home/work environment.

Expectations

Define your expectations for the remote workforce.

The Need for Policies

Policies to support the remote (and in-person) workforce

- Pick a cybersecurity framework
    - National Institute of Standards and Technology
        - NIST 800-171
        - NIST 800-53
    - Cybersecurity Maturity Model Certification (CMMC)
        - DoD
    - HITRUST
        - Private Industry
- Leverage existing frameworks to help shape your policies
    - Consider each domain within each framework and create policies for each
- Write down your policies!
- Institutionalize your policies (they aren't just "shelfware")
    - Document your procedures for implementing those policies
- Resource your policies
    - Document your resources for these policies (required for CMMC Level 3-5)
- Policies require buy-in
    - From leadership
    - From managers
    - From workforce
- Policies require cross-domain knowledge
    - HR systems
    - Operational Systems
    - Administrative privileges/Access
    - Data storage

Cybersecurity Maturity Model Certification

Five-level Cybersecurity Maturity Model
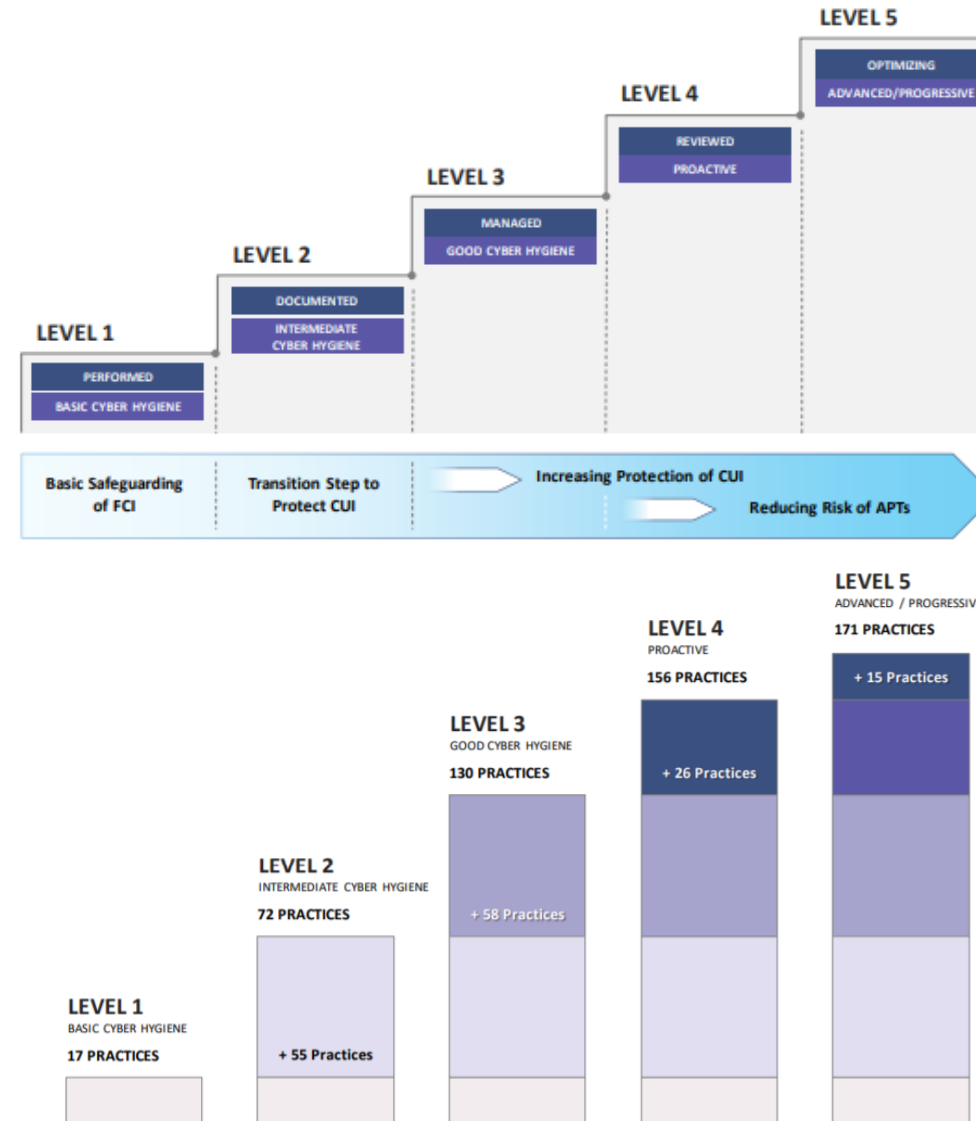
Cybersecurity Maturity Model Certification
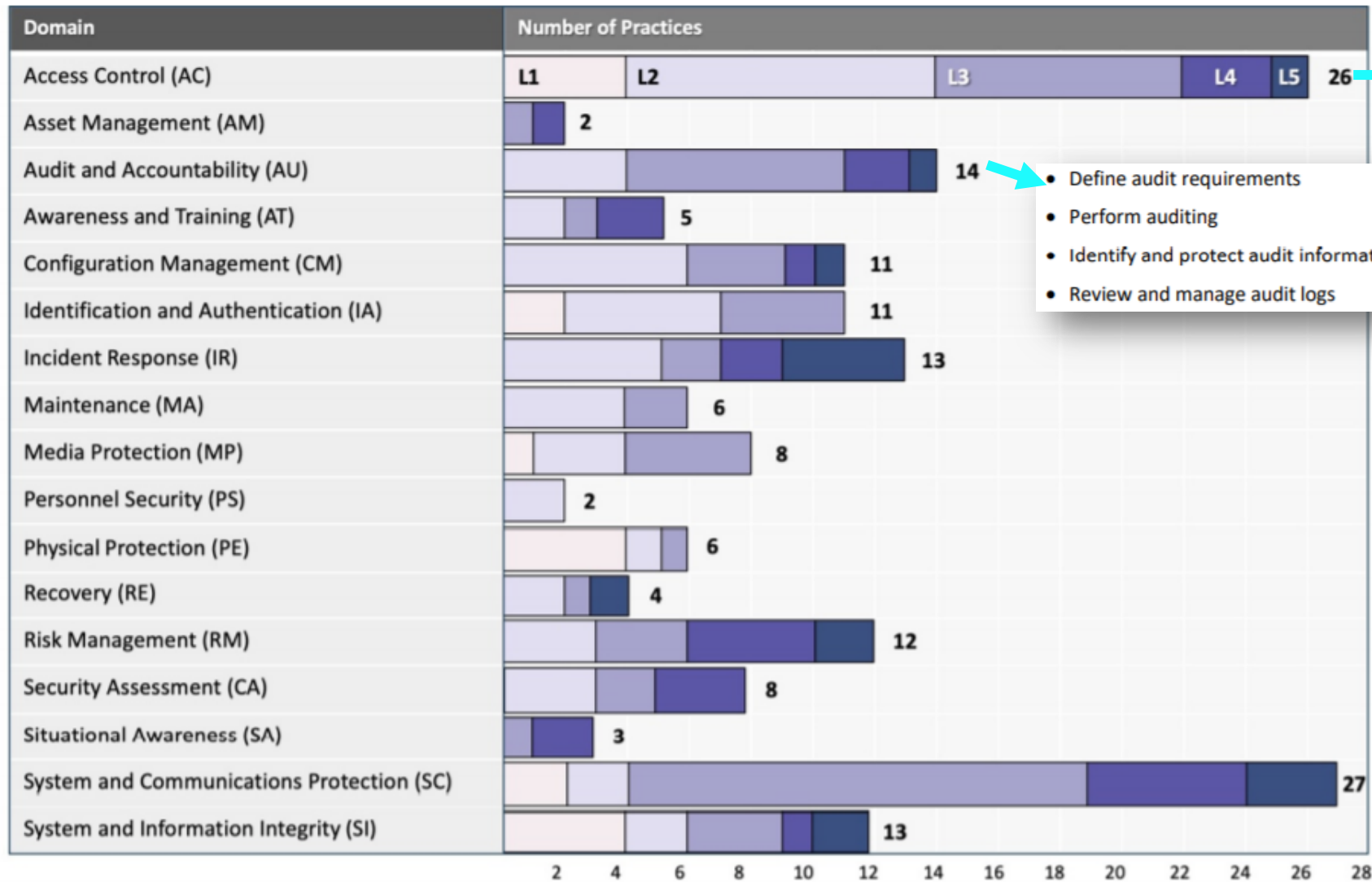
Policy, Procedures, and a Resource Plan

The CMMC explicitly calls for documented policies and procedures in Maturity Level 2 and calls for a documented resource plan in Maturity Level 3. The documented policies, procedures, and resource plan must address all 17 domains within the CMMC.

- Policy
  - Clearly state the purpose and scope of the policy
  - Describe the roles and responsibilities of the activities covered by the policy
  - Establish or direct the establishment of procedures to carry out the policy

- Procedures/Practices
  - Define the specific activities involved in satisfying the intent of the related policy
  - Level of detail can vary from organization to organization, and may be as simple as a handwritten desk procedure or as complex as a formal organizational standard operating procedure

- Resource Plan
  - Establish and maintain a plan for performing the processes you've established
  - Identify what is needed to accomplish the processes and to achieve strategic objectives
  - Provide adequate resources for performing the processes

Questions?

Thanks!

:: Check your inbox for future webcast invitations and links to today's recording and presentation slide deck

:: …and thank you for all you are doing to keep yourself, your family, and others safe and healthy