

## Cyber Security

	Yes	Needs Attention
1. Do you perform monthly backups of business and financial information and store it in a secure, off-site location, such as a safe deposit box or a reputable cloud-based storage service?	<input type="checkbox"/>	<input type="checkbox"/>
2. Do you have policies in place to protect confidential information like contribution records, counseling notes, and other sensitive information?	<input type="checkbox"/>	<input type="checkbox"/>
3. Do you have policies in place to report data breaches in accordance with state law and to protect your ministry from legal action?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do you encrypt all credit card account information stored on church computers?	<input type="checkbox"/>	<input type="checkbox"/>
5. Do you password-protect financial records?	<input type="checkbox"/>	<input type="checkbox"/>
6. Do you change computer passwords at least once every six months and only share them on a need-to-know basis?	<input type="checkbox"/>	<input type="checkbox"/>
7. Do you work with a qualified computer support company to secure your computer systems?	<input type="checkbox"/>	<input type="checkbox"/>
8. Do you update your operating system for security reasons?	<input type="checkbox"/>	<input type="checkbox"/>
9. Do you update virus and spyware protection software?	<input type="checkbox"/>	<input type="checkbox"/>
10. Have you installed hardware and software firewalls that are designed to prevent unauthorized access to your computer network?	<input type="checkbox"/>	<input type="checkbox"/>
11. If you offer wireless internet access to your attendees, have you created a separate, private network for the church's administrative computers?	<input type="checkbox"/>	<input type="checkbox"/>
12. Do you protect against objectionable or illegal Wi-Fi use by blocking questionable websites, password-protecting the wireless network, and asking users to agree to an Internet Usage Policy?	<input type="checkbox"/>	<input type="checkbox"/>

Notes: \_\_\_\_\_

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_