True North MSP — Free Cybersecurity Checklist

1. Device Security
- [ ] All company devices are protected with strong passwords or biometrics
- [ ] Devices automatically lock after 5-10 minutes of inactivity
- [ ] Antivirus/anti-malware software is installed and regularly updated
- [ ] Operating systems and software are set to auto-update

2. Network Security
- [ ] Wi-Fi networks are encrypted (WPA2 or WPA3)
- [ ] Guest Wi-Fi is separate from internal company network
- [ ] Firewalls are enabled on all devices and routers
- [ ] Remote access (VPN) is secured with MFA

3. Account & Access Controls
- [ ] Multi-factor authentication (MFA) is enabled for all critical apps
- [ ] User permissions follow the principle of least privilege
- [ ] Accounts are immediately disabled upon employee termination
- [ ] Admin credentials are stored securely and monitored

4. Email Security
- [ ] Employees are trained to recognize phishing emails
- [ ] Email filtering and spam detection are active
- [ ] External emails are flagged with a warning banner
- [ ] Email backups are performed regularly

5. Data Protection & Backup
- [ ] Regular backups are performed and tested
- [ ] Sensitive data is encrypted at rest and in transit
- [ ] File sharing is controlled and logged
- [ ] A disaster recovery plan is documented

6. Employee Awareness
- [ ] Employees have completed cybersecurity training in the last 12 months
- [ ] There is a clear and enforced Acceptable Use Policy (AUP)
- [ ] Staff are aware of how to report security incidents
- [ ] A "Cybersecurity Champion" is assigned internally

7. Compliance & Auditing
- [ ] All cybersecurity policies are up to date and reviewed annually
- [ ] Access logs and changes are audited regularly
- [ ] You comply with applicable data protection laws (e.g., PIPEDA, GDPR)

☐ A cybersecurity insurance policy is in place

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■ *Please complete this checklist and email it back to us at info@truenorthmsp.ca for your free consultation.*