

Ref no: 207070119
From: Public
Date: 07/01/19
Subject: Social Engineering

REQUEST & RESPONSE

Some of this request will be able to dealt with by either your information governance or / and IT department. Please send me:

1. ***Does the organisation have training that covers:***
 1. ***Recognising and reporting Phishing emails - Yes***
 2. ***Recognising Tailgating and how to respond (challenging strangers, checking for ID etc) - Yes***
 3. ***Disposal of confidential information - Yes***
 4. ***Dangers of using USB sticks being given away or finding one that looks like it has been dropped - Yes***
2. ***Does the organisation allow the use of USB sticks? – Encrypted ones yes***
3. ***Does the organisation deliver specialised training to key staff (those staff that could be targeted as part of a phishing email campaign, ie finance, execs etc)? - Yes***
4. ***Does the organisation perform confidentiality audits as per the Data Security & Protection Toolkit? - Yes***

Can you also answer relating to the audits:

1. ***Where the audits are undertaken would these be organised with the local team manager or the head of department ie the director etc? - Yes***
2. ***Would an audit ever be carried out unannounced? - Yes***
3. ***Do you have a policy / procedure of how to conduct the audit? – if so can you supply a copy. – No***
4. ***Do you record the results on a checklist / report and return the key contact? – if so can you supply a blank copy. - Yes***
5. ***Does the organisation have confidential waste receptacles placed through the entire organisation and are they regularly emptied? - Yes***

6. **Does the organisations Exec board receive board level training relating to Cyber Awareness? - Yes**
7. **How does the organisation provide Data Security & Protection Training to staff, does the organisation use (please select all the options that are applicable):**

a. Third party application package	<input type="checkbox"/>
b. Third party Trainer / class room	<input type="checkbox"/>
c. eLearning for Health Data Security Awareness	<input type="checkbox"/>
d. In house developed package	<input type="checkbox"/>
e. Combination of any of the above	<input checked="" type="checkbox"/>