PII TOOLS

Data Breach Prevention

Checklist

Data protection can seem as an intimidating science to a lot of people. While not exhaustive, this checklists presents the basic ideas you can implement in your environment to immensely improve the security of your company's sensitive data.

Please keep in mind that this checklist does not constitute legal advice. For a comprehensive data protection strategy, we recommend you to contact your local compliance organization.

☑ **Employee Awareness** – The key to safe data are properly trained employees. Teach regular courses where your team can learn safe practices and improve on commonly occurring mistakes.

☑ **Software Updates** – Make sure all your software and operating systems are updated. Install available patches as soon as possible to prevent a possible exploitation of software bugs.

☑ **Response Plan** – Once the roof is on fire, there's no time to spare. Have a strategy in place for when things go wrong. This way, you know exactly what to do in case of a data breach, allowing immediate remedial action.

☑ **Segmentation** – Limit data access as much as possible. Allow your employees to access only the data they really need for work.

☑ **High-Grade Encryption** – Encrypt every bit of sensitive data you store and use. Period.

☑ **Authentication Policies** – Create a policy governing passwords, multi-factor authentication methods, and access management for everyone to follow.

☑ **Regular Audits** – A data security audit can identify all possible risks that you do not see. Knowing your weaknesses is the first step to prevent a data breach.

☑ **BYOD Policies** – Implement a strict policy on the use of personal devices for work purposes. Every employee using their own device for work (i.e. handling company's sensitive data) must follow the same rules applicable to company devices.

☑ **Trusted Vendors** – If you work with external vendors, have them comply with the same security rules and policies as your internal employees.

About PII TOOLS

PII Tools is data discovery software that lets you analyze and remediate personal and sensitive data at scale. PII Tools is best used for Audits & Compliance, Breach Management, and Data Migrations. For a product demo, please contact us at info@pii-tools.com.