



Desktop and Portable Computer Standard Security Checklist for Systems Administrators

Computer identification and location:

Completed by (please print): _____

Date: _____

Signature: _____

Next scheduled review date: _____

Manager's signature: _____

Date: _____

All computers that connect to the RIT network require the following:	(5.1)	Initials
1. Anti-virus software with updated signatures has been installed and enabled.	(5.1.1)	
2. All operating system and application security patches are up to date.	(5.1.2)	
3. Hardware or software that provides memory protection is enabled.	(5.1.3)	
4. A personal firewall, software or hardware, is installed and enabled.	(5.1.4)	
5. Anti-spyware is installed, enabled, and up-to-date.	(5.1.5)	
6. Is this a laptop? (Y/N) _____ If No , skip to number 12.	(5.2.1)	
7. The laptop has whole-disk encryption enabled.	(5.2.1)	
8. The encryption solution has validated that it has been installed and is operating correctly.	(5.2.1.1)	
9. User-configurable settings do not interfere with the encryption software.	(5.2.1.2)	
10. Laptop is set to hibernate, rather than standby, when inactive for more than 30 minutes.	(5.2.1.2.1)	
11. The encryption software and its policies are controlled by centralized ISO-approved security personnel.	(5.2.1.3)	
12. This computer can be audited from centralized and ISO-approved configuration and software management tools. (Y/N) _____ If No , skip to number 14.	(5.2.2.1)	
13. The audit is configured to include applications and patch inventory.	(5.2.2.1.1)	
14. Anti-phishing controls have been installed and enabled.	(5.2.3.1)	
15. Users are aware that they must not leave their computer unattended without logging off or locking the computer first.	(5.2.4.1)	
16. Are administrator privileges being used on this computer? (Y/N) _____ If Yes , who is the dean or VP that has authorized the privileges? _____	(5.2.5.1)	
17. An ISO-approved Host Intrusion Prevention System has been installed and enabled.	(5.2.6.1)	

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