

Software Procurement

Cyber Security & Compliance Checklist

Software	
Department/User	
Source reference	
Completed by & date	

***Mandatory Requirement**

Item	Conforms (Y/N)	Notes. Provide bullet points of your implementation. If (N) describe mitigation measures
Organisational Security - Explain the measures in place.		
Employee background Check		
Security Awareness		
Dedicated security and privacy teams		
Internal audit and compliance		
Endpoint Security*		
Physical Security - Do you have approved policies on the following		
At the workplace		
At the data Centres*		
Monitoring*		
Infrastructure security		

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Network Security/Redundancy*		
Server hardening*		
Intrusion detection and prevention*		
Data Security - Explain your practice on the following		
Data Residency (Held in AUS/NZ)*		
Data Encryption – at rest*		
Data Encryption – In transit*		
Data Backup/Recovery*		
Data Retention/Disposal		
Identity and Access control - does your system allow		
Single Sign-On*		
MFA*		
What level of Admin Access*		
Operational Security - Explain the measures in place		
Logging and Monitoring		
Vulnerability management		
Malware and spam protection		
DR and BCP*		

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Incident management		
Explain your incident reporting process		
Do you have a process for Vendor and Third-Party Supplier Management?		
How do you manage a breach notification process*		
Operational Security		

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