Risk assessment: Telecommuting Technology

Administered to:

Administered by: Date:

Description	Not Started	In Progress	Completed
1.7.1 Identify critical systems and files that are not accessible from outside the business offices and develop a plan for remote access.			
1.7.2 Deploy secure remote access to critical on-premise systems using SSL VPN or a secure remote gateway product.			
1.7.3 Enact MFA for remote access to all critical data and systems.			
1.7.4 Determine the availability of laptops/equipment for remote access endpoints.			
1.7.5 Determine the risk involved in allowing employees to connect via personal/BYOD devices.			
1.7.6 Deploy VOIP phones to ensure that internal/external voice communications can be handled without disruption.			
1.7.7 Deploy video collaboration software to enable more natural communication when teams are working remotely.			
1.7.8 Identify sensitive data and ensure that technology is in place to share this data safely. Disseminate a documented policy surrounding the safe handling of this data in the event of remote work.			

Action items: