



RFAA CYBER SECURITY POLICY

Attached to this document is the National Cyber Security Centre's guide for small charities and infographic.

These documents form the basis of the policy. Each Branch, Trustee or anyone holding personal data on members are to ensure that they comply with it. Personal information no longer required should be securely deleted.

Attached is a check-off list, which should be completed and returned to:

chairman@rfa-association.org.uk

An emailed copy is acceptable.

Most actions should already be covered by individuals' computer. i.e. regular operating system and software updates, antivirus software, etc.

Anyone requiring assistance should contact the Chair.

R Bennett
RFAA Chair

14th November 2019

Review by: November 2022

RFAA CYBER SECURITY CHECK-OFF LIST

Name:

Y / N

Back up data to offline or cloud storage.

Password protect data.

Operating System / Software regularly updated

Malware - Up to date antivirus and firewall.

Phones and tablets (RFAA data not used on open Wi-Fi)

Be aware of phishing emails / opening Spam.

Signed (Name)..... (Signed on original)