

## **Cybersecurity Compliance Checklist**

**By Hughes Consulting 365**

**Keep your IT systems secure, audit-ready, and protected from costly breaches. Use this practical checklist to spot gaps, strengthen your defenses, and stay compliant.**

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### **Access Controls**

- ☐ Are user accounts reviewed at least quarterly?
  - ☐ Is multi-factor authentication (MFA) enabled for all remote access?
  - ☐ Are admin privileges limited and reviewed regularly?
  - ☐ Is there a clear process to disable accounts when employees leave?
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### **Network & Infrastructure**

- ☐ Are all firewalls and network switches kept up to date?
  - ☐ Is your enterprise server environment fully patched?
  - ☐ Are secure site-to-site VPNs configured for all locations?
  - ☐ Do you monitor network traffic for suspicious activity?
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### **Data Protection**

- ☐ Is all sensitive data encrypted in transit and at rest?
  - ☐ Do you back up critical systems regularly, and test backups?
  - ☐ Is your backup stored securely offsite or in the cloud?
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### **Policies & Incident Response**

- ☐ Do you have an up-to-date cybersecurity policy?
  - ☐ Is there an incident response plan in place and tested annually?
  - ☐ Do all staff receive regular security awareness training?
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### ✅ **Compliance Readiness**

☐ Are you meeting requirements for standards relevant to your industry?

*(Example: SOX, PCI-DSS, HIPAA, if applicable)*

☐ Are audit trails in place for critical systems?

☐ Are third-party vendors assessed for security risks?

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### 📌 **Next Step**

*If you spot any gaps, Hughes Consulting 365 can help you address them quickly. Book a free discovery call to review your checklist, close security gaps, and keep your operations protected.*

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