CYBRBASE

How to Build a Simple Cyber Plan

Why You Need a Cyber Plan

- A written cyber plan ensures your team knows what to do if something goes wrong such as an outage, hack, or ransomware attack.
- It does not have to be perfect or long, just clear, accessible, and practical for your operations.

#1 Start With These Core Elements

- A list of critical systems: dispatch, CAD/AVL, fare collection, radios, fuel tracking, scheduling.
- For each system, list who manages it and who supports it (internal or vendor).
- Contact info for each vendor or IT partner, including 24/7 support numbers if available.
- Description of how data is backed up, how often, and how to restore it.
- A short list of common threats to your systems (e.g., phishing, outages, data loss).

#2 Define Roles & Responsibilities

- Who leads if a system goes down or a cyber incident occurs?
- Who contacts vendors or external partners?
- Who documents what happened?
- Who communicates with riders or the public (if needed)?

#3 Make It Shareable and Sustainable

- Save the plan in a shared digital location and print a copy for dispatch or admin areas.
- Review and update it twice a year and/or after staff or system changes.
- Train key staff on their roles and walk through basic scenarios once a year.

Resources to Help You Get There

- Quick-Start Cyber Checklist
- Top 5 Transit Cyber Mistakes
- Peer Agency Network: share what's working
- Contact info@cybrbase.com for help or a free trial of Cybrbase XRM