Network Services & Data Recovery
Expenses Addendum

BROOKLYN ↖
UNDERWRITING

1. SECURITY PROTOCOLS

Do your Security Protocols include the following elements?

Anti-Virus software for the entire network	Yes	No
Formal patch management process	Yes	No
Firewalls to prevent unauthorised access	Yes	No
Network monitoring and automatic response	Yes	No

What time frequency are user/server passwords changed? (e.g. monthly, quarterly, yearly, never)

Do you have a wireless network operating within the business?   Yes   No

If yes, what security protocols have you implemented? e.g. (MAC ID Filtering, WEP, WPA2 etc)

Do you allow third party visitors and/or internal staff using personal smartphone/laptop computers to connect to the internet/internal network via your wired/wireless network?   Yes   No

Load balancing	Yes	No
Looped network architecture	Yes	No
Back up power source	Yes	No

2. NETWORK PERFORMANCE AND AVAILABILITY

Has your Network ever experienced a security breach?   Yes   No

If the answer to the above is Yes please provide details as to nature of the breach.

If the answer to the above is Yes please provide details as to the processes you have implemented to ensure the breach does not occur again.

Please provide details of your Networks excess capacity as follows:

Average Demand : _____ %

Peak Demand : _____ %

3. REDUNDANCY AND BACK UP CONTROLS

3.1. Do your Premises Protection Controls include the following elements?

Automatic sprinkler system	Yes	No
Automatic smoke detection	Yes	No
Back to base alarms	Yes	No
Power surge protection	Yes	No
Back up power source	Yes	No

3.2. Disaster Recovery Planning

Do you have a formal and documented Disaster Recovery Plan (DRP)?	Yes	No
If the answer to the above is 'Yes' do you test your DRP at regular intervals?	Yes	No

3.3. Off Site Back Up

Do you have a dedicated back up site/facility in the event of downtime event rendering your Network inoperable?	Yes	No
If yes, do You have a daily data backup procedure with the information being stored offsite (Either by tape/optical/HDD or via internet storage)	Yes	No
How often are the backup's tested? E.g monthly, quarterly, half yearly)	Yes	No

4. CONTRACTUAL CONTROLS

Do your Contracts include the following elements? Network and Telecommunications

Service Level Agreement defining network availability	Yes	No
Limitation of Liability in the event of a security breach	Yes	No

5. OTHER CONTROLS

Do you have a formal documented Systems Security manual?   Yes   No

Are all your employees provided with your Systems Security manual?   Yes   No

Are remote users required to be authenticated before gaining access to your network?   Yes   No

Do you receive CERT notifications?   Yes   No

Do you perform background checks on employees and contractors?   Yes   No

Do you perform audits of your network's performance?   Yes   No

Please describe the encryption you use to secure sensitive and private information such as client details, credit card details etc?

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6. SIGNATURE/DATE

Name of Applicant: _____   Date: _____ / _____ / _____

Signature of Applicant: Partner,   Principal, or   Director

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