

# Information Security

## The Property Manager's Critical Role

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# Information Security

- Not just an IT problem
- Sensitive data is increasingly susceptible to loss
- Acquisition cost alone is not enough to determine an asset's value
- The scope of sensitive property must be reevaluated
- Property managers can make a difference



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## Not Just an IT Problem

- **Physical accountability and control is the first line of defense for data security**
  - The data can't be secured if the assets aren't physically secured
- **Data encryption and VPNs aren't enough**
  - Can prevent unauthorized access but can't prevent carelessness or misuse
  - Can be defeated by determined thieves



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## It's Easier Than Ever to Lose Data

- **Today's workplace is full of Sensitive Data Storage Devices (SDSDs)**
- **SDSDs are small, inexpensive devices capable of storing large amounts of sensitive data**
- **Laptops**
- **PDA's**
- **External hard drives**
- **DVD/CD recorders**
- **Cellular Phones**
- **MP3 Players**
- **Flash Drives**



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## How Many Do You Have?



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## Capacity Increases as Cost Decreases

A 1GB flash drive is nearly one square inch in size and costs about \$20

This device has 15,625 times the storage capacity of the computers on the Apollo 11 spacecraft



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## Low Cost, Big Risk

- Acquisition cost alone is no longer an effective measure of an asset's value to your organization
- Nearly all SDSDs fall below FAR 45.101 LVP threshold of \$5000 or less
- Sensitive property is specifically excluded from the LVP definition
  - Inexpensive ADPE devices have not traditionally been considered sensitive assets



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## A New Look at Sensitive Property

### The FAR defines sensitive property as:

“property for which the theft, loss or misplacement could be potentially dangerous to the public safety or community security, and which must be subjected to exceptional physical security, protection, control and accountability.”



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## **A New Look at Sensitive Property**

- **Sensitive asset controls have typically focused on non-technology items like weapons and explosives**
- **A breach of Personally Identifiable Information (PII) or other mission critical data can be just as devastating to public security**
- **Organizations that do not implement additional controls for SDSDs are exposing themselves to unnecessary risk.**



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## **What Can Property Managers Do?**

- **Understand the complete picture of risk**
- **Implement better physical controls**
- **Make an organizational commitment to data security**



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## Understand the Complete Picture of Risk

- **Track all property capable of storing computer-readable data in the property system**
- **Flag all SDSDs as sensitive**
- **Maintain complete and accurate property records to help recover lost or stolen SDSDs**
- **Identify the riskiest assets in your organization**
  - Consider the systems or types of information to which a device's user has access
  - Apply extra physical and data-level security measures to these assets



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## Implement Better Physical Controls

- **Use property records and risk index to target the most critical assets for extra protection**
  - Encrypting all devices can cost millions
  - Balance the need for security with operational effectiveness
- **Issue and check property passes for all SDSDs taken offsite**



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## **Implement Better Physical Controls**

- **Conduct frequent physical inventories of SDSDs to quickly discover loss**
  - File a police report within 24 hours of loss
  - Subject missing items to a formal inquiry process before writing them off
- **Dispose of sensitive assets with care**
  - Overwrite, degauss or destroy all SDSDs prior to disposal



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## **Make an Organizational Commitment to Data Security**

- **Establish a dialogue with IT**
- **Review and distribute organizational policy on information security**
- **Require all employees and contractors to periodically certify that they understand and are following established information security policies**



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## **Make an Organizational Commitment to Data Security**

- **Integrate key information systems to ensure accountability from acquisition through disposal**
  - Property
  - Help Desk
  - Financial
  - Human Resources
- **Relying on verbal or paper-based information exchanges between business units increases opportunity for loss**



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## **Property Managers Can Make a Difference in Data Security**

- **Information security can be a natural outcome of better property management practices**
- **Property managers are perfectly positioned to increase awareness and accountability for the devices that hold your organization's most sensitive data**



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## Questions/Discussion

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