

How to stay cyber-secure while working from home

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Working from home

Do you know that working from home exposes you to the following threats?



What's at stake?

-  Your and the company's reputation
-  Data critical to your employer and client
-  Your company's knowledge assets
-  Critical business information
-  Your identity



Scenarios that you might come across



Working at home or in a shared working space



Always use your earphones during audio/video conferencing.



Be cautious of what you are saying to avoid any leak of sensitive information.



Be aware of shoulder surfers and eavesdroppers around you.



Please ensure that your systems are always locked when unattended.



Ensure that the physical media (USB, CD, etc.) is stored in secure places when not in use.



Do not share your passwords with your family members / friends / flat-mates.



Follow the clear screen policy.



Inform your seniors immediately, in case of theft of assets (laptop, USB drive, External hard disk, etc.).



Using Wi-Fi at home or public places



Ensure that you are using a secure and password protected Wi-Fi connection.



Do not download attachments from unrecognised and unapproved sources.



Do not connect to insecure public/open networks.



Do not use unauthorised external media on your systems.



Ensure that the anti-virus on your system is always updated.



Ensure that the laptop screen is not visible on any CCTV camera.

Using unauthorised systems

- Do not access company emails from shared systems or systems that are accessible to unauthorised users.
- Use trustworthy personal systems that have a genuine Operating System and an updated anti-virus.
- Do not save any work related files on an unauthorised system.
- Avoid using anybody else's physical storage devices. Information can be easily recovered even after files are deleted.



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