THE INSTITUTE OF LEADERSHIP

Sustaining Growth: Cyber Security

One of The Institute's **worksheets** series, to help you improve your leadership skills and capability, making you a better leader

This worksheet, based on the Spotlight 'Cyber Security,' will help you focus on cybersecurity concerns, the differences between data security, information security and cyber security, the relevant regulations and pieces of legislation for UK organisations, and improving cyber security.

You should take approximately **two hours** to complete this worksheet and read the accompanying Spotlight

Cybersecurity Concerns

"In 2019, cybersecurity concerns will be a major topic in the boardroom and executive offices of every significant enterprise. Major data breaches suffered by leading firms across industries has struck fear into CEOs and other officers and board members that their company could be next. What's more, partners, shareholders and customers now seek to hold corporate leaders ultimately responsible, and that sentiment is only heightened internally within organizations."*

Do you agree? How are partners, shareholders and customers seeking 'to hold corporate leaders ultimately responsible'? What examples do you know of?

What action is your organisation currently taking to address perceived cybersecurity concerns?

Data Security, Information Security and Cyber Security

These are three discrete definitions of security within an organisation. Overall, they are important to the successful running of your organisation. Individually, failure to comply could lead to prosecution of your organisation for non-compliance.

Use the spaces below to define Data Security, Information Security and Cyber Security in your own words, making clear the similarities and differences between them:

Data Security	Information Security	Cyber Security

*NeSmith, B. (2018), **Cybersecurity Predictions For 2019**
www.forbes.com/sites/forbestechcouncil/2018/12/28/cybersecurity-predictions-for-2019
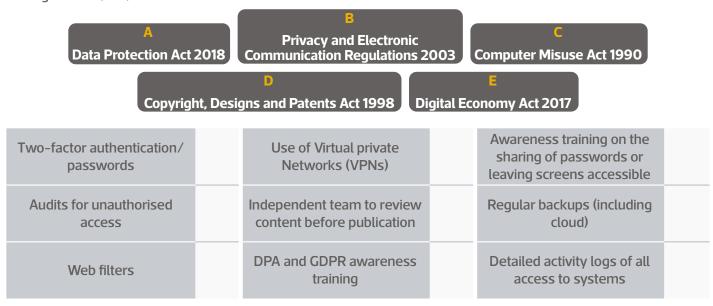
Which category of security do the following items come under? Denote D (Data Security), I (Information Security) or C (Cyber Security) against each item. (Items may appear in more than one category.)

Item		Item		Item	
Database number		Total profit and loss in accounts		Attendance numbers at an event	
Forename		Delivery schedule		Vehicle registration number	
Mobile phone call record		Fuel loaded		Cost of insurance	
Heating gas usage		Mobile phone number		Letter of resignation	
Email address		Surname		Copyright notice	
Next of kin information		Flight itinerary		(Personal) Address	
Location of office/base		Clock –on/off time		Internet activity log	
Salary		Goods manifest		Password	

Your Organisation's Cyber Security

The legislation underpinning cyber security spans multiple areas. **Match the items in the list to their 'relevance under the legislation' (A–E) below:**

A
Data Protection Act 2018

B
Privacy and Electronic Communication Regulations 2003

C
Computer Misuse Act 1990

D
Copyright, Designs and Patents Act 1998

E
Digital Economy Act 2017

Item		Item		Item	
Two-factor authentication/ passwords		Use of Virtual private Networks (VPNs)		Awareness training on the sharing of passwords or leaving screens accessible	
Audits for unauthorised access		Independent team to review content before publication		Regular backups (including cloud)	
Web filters		DPA and GDPR awareness training		Detailed activity logs of all access to systems	

Now list the policies that you are aware of (and have access to) within your organisation that relate to Cyber Security:

Review

After completing this worksheet what three things you are going to do on a personal basis regarding Data Security, Information Security or Cyber Security?