



THE
SECURITY
COMPANY

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The i-wareness[®] Security Awareness Survey

The i-wareness[®] Security Awareness Survey is designed to determine the current levels of security awareness and to ascertain employees' perception, attitudes and opinions of their behaviour in the workplace through their understanding of security policies and good practices.

The benefits

An i-wareness[®] Security Awareness Survey will:

- Establish a measurable baseline of security knowledge among employees
- Determine current employee perception, attitudes and opinions of and behaviour towards, security
- Highlight security weaknesses that could put your organisation at risk
- Identify security strengths that can increase your organisation's competitiveness and reputation
- Provide tangible evidence to support a business case for security awareness initiatives
- Help direct your security awareness strategy

The results from the survey will highlight any gaps in employee security knowledge which could result in inappropriate security behaviour in the workplace that, if not addressed, may well put the organisation at risk. This information could then be used as tangible evidence to support a business case for funding any

security awareness initiatives, aimed at addressing the highlighted risks to the organisation. The survey results may also be used to establish a baseline set of measures against which the success of any security awareness initiative may be periodically measured.

The management report will summarise the results from the survey, highlighting employees' opinions on areas of concern as well as those that are well managed. This information can then be used to develop focussed and targeted security awareness initiatives that address the gaps in knowledge and poor security practices.

The structure

The i-wareness[®] Security Awareness Survey is a prerequisite for a security awareness programme. It can be rolled out to the entire employee population or to a representative sample on an anonymous basis as this is most likely to elicit honest responses.

The standard i-wareness[®] Security Awareness Survey is structured to focus on the most important security issues that affect organisations and their ability to maintain a secure workplace. This is achieved using a variety of question formats that requires employees to select answers that reflect their opinions, behaviours and understanding.

There is also a set of optional questions which may be added to further enhance the survey. These questions apply to subject areas that are not necessarily relevant to all employees, such as Mobile Workers, UK Government and Data Protection.

The standard survey

The i-wareness® Security Awareness Survey is split into eight sections:

General Security Awareness: This section asks the users to rate their overall awareness of security including incident reporting.

Your Information, Your Computer, Yourself and Your Workplace: These sections ask employees to agree or disagree with statements regarding their understanding of how to classify and handle sensitive information, computer security issues (password, Internet and Email policy, mobile devices, etc.), awareness of travel security and personal responsibility and, finally awareness of workplace security, for example 'clear desk and clear screen procedures', ID cards and security incidents.

Communication, training and development: This section asks employees about how and where they currently receive information about security.

Perceptions: This section asks the employees' opinions regarding current security practices within the organisation. This information highlights if employees feel that security is taken seriously within the organisation and whether information is managed securely. This should support findings gathered in earlier questions, identifying where gaps are occurring, and whether these are due to lack of knowledge, or behavioural issues.

Demographics: The final section asks employees for demographic information which can be tailored to your requirements. It is recommended that as a minimum the demographics associated with Role, Job Function and Business Unit are selected.

The management report

The information collected will be compiled into a report identifying:

- Where there are gaps in employees' knowledge of their security responsibilities as well as where they have a good understanding, filtered by demographic information.
- Where employees currently obtain security awareness advice and how they would like to receive information.
- The frequency and effectiveness of security communications and training in the opinion of the employees. This can help identify if and where, communication blocks exist within the organisation. For example, senior managers understand their responsibilities, but Line Managers and Team Members do not.
- Both areas of concern regarding secure behaviour in the workplace as well as those that are well managed from the employees' perspective.

The report will, where appropriate, recommend how focussed and targeted security awareness initiatives can address the gaps in knowledge and poor security practices highlighted from the survey results.