## **Hiscox First Party Supplemental Application**

Security Questions:		YES	NO
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1.	Are security policies published and implemented?		
2.	Is a Change Management Program implemented?		
3.	Is there an identified Security Officer?		
4.	Are back ups routinely conducted and securely stored?		
5.	Is a Business Continuity/Disaster Recovery Plan in effect for the network?		
6.	Have the plans been successfully tested?		
7.	Is there antivirus software in operation?		
8.	Are there firewalls in place?		
9.	Is physical access to the network hardware restricted?		
10.	Do you have a process to regularly forecast demand and arrange appropriate capacity?		
Disaster Recovery Procedures: YE			
Disa	ister necovery rrocedures.	1123	NO
1.	Do disaster recovery procedures exist in the event of a component or operating site becoming inoperable?		
2.	Has this plan been communicated to relevant staff?		
3.	Has the disaster recovery plan been tested in the last year?		
4.	the IT disaster recovery plans include plans and responsibilities for ealing with customers?		
5.	Is a Business Continuity/Disaster Recovery Plan in effect for the network?		
6.	Have the plans been successfully tested?		
7.	Do all commercial client facing systems and data have backup procedures in place (including the frequency of backup and the location and secure storage of backup media)?		
8.	Are restore procedures documented and tested?		

9.	Is there a secondary hot or warm site set up for contingency purposes?	