9.2.2 People

9.2.2.1 Conception

Item	Rate
Health care programs properly reflect status of the mother in order to assure that medical care and job assignments are proper for the status of the individual.	
Information systems handling this information are protected from disclosure or corruption while still being reflected in the use control processes.	
Total all ratings and divide by 2	

9.2.2.2 Pregnancy

Item	Rate
Pregnancy-related use restrictions and changes in behavioral patterns of individuals are tracked in behavioral models.	
Responses to behavioral detection results take into account work hour changes, location changes, and leaves.	
This information is properly protected from disclosure while also properly altering the control schemes associated with the individuals.	
Total all ratings and divide by 3	

9.2.2.3 Birth

Item	Rate
Birth creates new identities within enterprise systems, for example, associated with health care programs and in similar areas.	
These identities have different status than others within the enterprise records and are protected appropriately.	
Total all ratings and divide by 2	

9.2.2.4 Education

Item	Rate
Education qualifications of employees for different positions are tracked and protected from disclosure and corruption.	
For children of employees, school, day care, health, and related records including emergency contact information is properly protected.	
Special protection requirements associated with information about minors are met.	
Total all ratings and divide by 3	

9.2.2.5 Marriage

Item	Rate
Marriage and related name and status changes are properly handled in identity records systems	
Historic association is maintained in order to assure separation of duties and other similar implications are taken care of properly.	
Marriage changes behaviors, and the protection system compensates for these changes.	
Marriage-related status and contact information is properly protected by information systems so as to protect the privacy of the spouse and family.	
Total all ratings and divide by 4	

9.2.2.6 Divorce

Item	Rate
Divorce-related name changes, tracking processes, status changes, benefits changes, and other information is properly tracked.	
Divorce produced behavioral changes are properly handled in detection and response systems.	
Divorce triggers life stability review for people in select sensitive positions.	
Separation of duties is implemented across name changes.	
Protective orders and other related separation of information associated with divorce are properly undertaken.	
Total all ratings and divide by 5	

9.2.2.7 Training

Item	Rate
Training and training records are properly maintained and applied to protection program operations and qualifications.	
Individuals are decertified after inadequate training in time frames are met and use controls properly implement this.	
Total all ratings and divide by 2	

9.2.2.8 Hiring

Item	Rate
Hiring processes involve background checks, verification of resume facts, and checking of references.	
For sensitive positions, more in-depth checks are required, and in the information protection program, such checks are made part of the personnel reliability program.	
Hiring process requirements for initial security awareness and training are fulfilled and documented.	
Creation of new enterprise identity information, association of roles with individuals, and other similar processes associated with granting access to enterprise systems are done at hiring.	
Initiation of behavior and life cycle tracking processes are done at hiring.	
Total all ratings and divide by 5	

9.2.2.9 Promotion

Item	Rate
The training and awareness program includes new security-related duties in the promotion process.	
Security-related performance is part and parcel of promotion processes.	
Promotion resulting in changes in authorized access is reflected in role changes and access to systems, facilities, and information.	
Behavioral changes associated with the new position are reflected in detection profiles.	
Promotion processes properly handle (1) hand-off of content and capabilities to replacements and (2) data and audit retention.	
Total all ratings and divide by 5	

9.2.2.10 Demotion

Item	Rate
Demotion processes properly handle disgruntled employees.	
Behavioral changes are watched and recalibration for new roles and responsibilities is done.	
Role and access changes happen during the meeting when the employee is notified of the change.	
Demotion processes properly handle hand-off of content and capabilities to replacements.	
Total all ratings and divide by 4	

9.2.2.11 Suspension

Item	Rate
Suspension processes properly handle suspension of many but not all information technology privileges for the period of the suspension.	
Suspension processes properly handle issues of disgruntled employees.	
Behavioral changes are watched and recalibration for suspension restrictions, roles, and responsibilities is done.	
The process for hand-off of content and capabilities to replacements operates properly.	
Total all ratings and divide by 3	

9.2.2.12 Vacation

Item	Rate
Vacation leads to temporary suspension of information technology privileges for the period of the vacation.	
Short-term changes in employee behavior upon return are properly calibrated in behavior detection systems.	
For long vacations, training and awareness levels are checked upon return.	
For long vacations, there is a process for hand-off of content and capabilities to replacements as appropriate.	
Total all ratings and divide by 3	

9.2.2.13 Illness

Item	Rate
Illnesses severe enough to produce days away generate changes in information system access for the period of the illness similar to changes for vacations or leaves.	
Total all ratings and divide by 3	

9.2.2.14 Leaves

Item	Rate
Leaves result in temporary suspension of some but not all information system access.	
Upon return from a leave, training and awareness is undertaken to catch the individual up to the current situation.	
Extended leaves require a process for hand-off of content and capabilities to replacements as appropriate and return of the hand-offs upon return.	
Short-term changes in employee behavior upon return are properly calibrated in behavior detection systems.	
Total all ratings and divide by 3	

9.2.2.15 Job changes

Item	Rate
Job changes produce changed roles, account suspensions or terminations, and new account creations as appropriate.	
Changes in employee behavior are reflected in recalibration of detection systems.	
A process exists for hand-off of content and capabilities to replacements as appropriate.	
Total all ratings and divide by 3	

9.2.2.16 Moves

Item	Rate
Moves involving home address changes or changes in workplace or office number lead to changes in access controls associated with network connections, and other similar changes within systems and tracking.	
Updates to historic records to reflect these changes are made to assure that mail gets redirected.	
Movement of content and systems from place to place includes proper physical protection during the move.	
Inventory processes are undertaken before and after moves to assure that lost items of value are identified and that loss is prevented where possible.	
Move-related end-of-life processes for stored data are properly handled.	
Total all ratings and divide by 5	

9.2.2.17 Resignations

Item	Rate
Resignation circumstances that dictate special precautions are properly identified and handled.	
Theft of proprietary information between the notice and the termination of duties is tightly examined.	
As soon as resignation is notified, information protection actions are taken to protect against actions of the lame duck employee.	
Sensitive access is removed or closely watched for the duration of employment.	
Forensic imaging of the worker's systems is immediately undertaken as of notice of resignation.	
Transfer of content and knowledge is undertaken during the transition period with content immediately secured upon notice of resignation.	
Protections associated with disgruntled employees are undertaken immediately upon notice of resignation.	
Behavioral changes are calibrated for resignation behaviors.	
A standard resignation process is in place to manage resignations.	
Total all ratings and divide by 9	

9.2.2.18 Terminations

Item	Rate
Termination involves a formal meeting in which the employee is first notified of the termination.	
During the termination meeting systems access is suspended or terminated, all equipment and access devices are gathered, and proper forms are signed to acknowledge termination requirements and reaffirm employee agreements.	
Information Technology preserves data associated with the individual at this time and verifies administrative access.	
The employee is escorted from the moment of the start of the termination meeting until they leave the premises.	
Cleaning out of their desk is supervised by an adequately knowledgeable person to assure that only authorized materials are removed.	
Home and remote access are terminated and any equipment or other materials in the workers home or elsewhere is gathered as part of the termination process.	
The last paycheck is withheld, where legally allowable, until extant material like badges and equipment are returned in good condition.	
Behavioral detection is tuned to identify any access attempts associated with the terminated employee.	
Disgruntled employee protection is applied.	
Behavioral detection is tuned to identify potential abuse by relatives and friends of the terminated worker related to the termination.	
This process is defined and consistently applied at all levels.	
Total all ratings and divide by 11	

9.2.2.19 Retirement

Item	Rate
Retirement is treated like a resignation from an information protection standpoint.	
Enter the rating	

9.2.2.20 Death

Item	Rate
Death of a worker is processed similar to a termination except that the employee is unavailable for participation in the process.	
A death in the worker's family triggers recalibration of behavioral detection systems.	
Total all ratings and divide by 2	

9.2.2.21 Legacy

Item	Rate
Records are retained for time periods dictated by legal requirements.	
Where no other requirements are identified, records are retained for 7 years.	
Content is reassigned to those who take over the workload.	
Identity information associated with the individual remains associated with their identity and data life cycle processes properly associate identity with legacy information.	
Retirement funds and other similar financial or health-related information continue to be handled properly.	
Total all ratings and divide by 5	

9.2.2.22 Disgruntled employees

Item	Rate
Disgruntled employees are identified systematically	
Employees who complain about things openly are identified as less of a threat than those who keep silent about disgruntlement or show signs of festering resentment and those who are abusively disgruntled	
For cases of under performers, disgruntled employees are terminated	
For outstanding employees who openly complain about specific issues efforts are made to enhance job satisfaction and resolve those situations	
If enhanced job satisfaction is not achieved or performance does not justify additional effort, disgruntled employees are terminated	
Normal termination procedures are used for disgruntled employees	
Total all ratings and divide by 6	

9.2.2.23 Roll-up

Item	Rate
Conception	
Pregnancy	
Birth	
Education	
Marriage	
Divorce	
Training	
Hiring	
Promotion	
Demotion	
Suspension	
Vacation	
Illness	
Leaves	
Job changes	
Moves	
Resignations	
Terminations	
Retirement	
Death	
Legacy	
Disgruntled employees	
Total ratings divided by 22	

Startup	Diligence	Typical	Excellent	Best
1	7	8	9	10