

## **Software Security Survey**

### Security Survey

1. Will the software purchased with grant funding be installed on equipment in a building with public access? (if yes, proceed to question 2, if no, proceed to question 3)
2. What security measures are in place in the entrances to the building where your equipment is stored?
3. What measures are established to control access to the rooms where your equipment (on which the software resides) will be stored?
4. Who will have access to the software that is being purchased with grant funds?
5. What login controls are in places in the jurisdiction to limit access to this software?
6. How often does the jurisdiction require employees to update their password information?
7. Does the jurisdiction have an internal IT department or contract I.T. staff?
8. Who will be the primary person responsible within the Clerk of Court's office to ensure that exception reports and issues with missing data are addressed?

9. What anti-virus software is in place for your workstations and servers within your office and which version is currently installed on these machines?
10. Who maintains the anti-virus software for your office environment, someone in your office, or your vendor (please provide contact information)?

---

Clerk of Court \_\_\_\_\_

Date \_\_\_\_\_