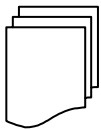




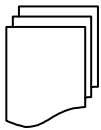
# SOE 3.1

## Software Audit

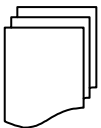
### Evidence Cover Sheet



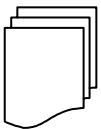
Software Audit Report.



Details of Software on Servers and Workstations.



List of all software licences



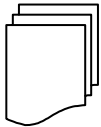
Management Endorsed Statement of Necessity.



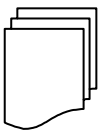
# SOE 3.2

## *Administrator Training*

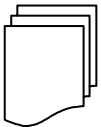
### Evidence Cover Sheet



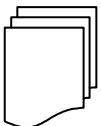
Training Policy Statement for System Administrators.



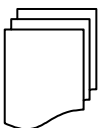
List of Administrators' Names.



Records of Training Undertaken by Administrators.



Certificates and Qualifications.



Copies of the syllabi



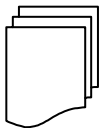
# SOE 3.3

## Implement a Statefull Firewall

### Evidence Cover Sheet



Senior Network Administrator Confirmation.



Policy Statement.



# SOE 3.4

## Secure Disposal

### Evidence Cover Sheet



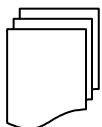
Removable Media Secure Disposal Policy.



Hard Disk Secure Disposal Policy.



Media and / or Asset Register.



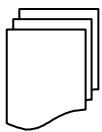
Evidence of Secure Disposal of all Media



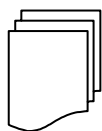
# SOE 3.5

## Business Continuity & Disaster Recovery Plan

### Evidence Cover Sheet



Management Endorsed Written BC &DRP.



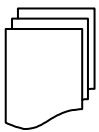
Evidence of Review for BC &DRP.



# SOE 3.6

## Physically Secure Servers & Data Stores

### Evidence Cover Sheet



Policy Covering Physical Security of Servers and Data Stores.



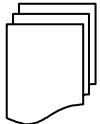
Copy of the Secure Room and / or Data Store Visitors Log



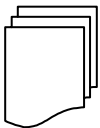
# SOE 3.7

## Control of LAN Assets

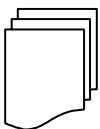
### Evidence Cover Sheet



Policy on the Control of LAN Assets.



Network Manager Statement Regarding Guest LAN.



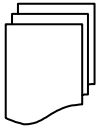
High Level Diagram of the Architecture.



# SOE 3.8

## Remove Remote Portals

### Evidence Cover Sheet



Policy on the Control of Remote Portals Assets.