Cyber Essentials Preparation Booklet

Introduction

This booklet contains the question set for the Cyber Essentials information assurance standard:

> **Cyber Essentials**
>
> Cyber Essentials is a government-backed scheme focusing on five important technical security controls.
>
> Further guidance on the Cyber Essentials scheme can be found at
>
> https://www.cyberessentials.ncsc.gov.uk

Answering the questions

The booklet is intended to help you to understand the questions and take notes on the current setup in your organisation. In order to complete assessment, you must enter your answers to all questions before IT-Logik can process your application via IASME's online assessment platform.

Your answers must be approved by a Board level representative, business owner or the equivalent, otherwise certification cannot be awarded.

Your Company

In this section we need to know a little about how your organisation is set up so we can ask you the most appropriate questions.

A1.1. What is your organisation's name (for companies: as registered with Companies House)?

Please provide the full name for the company being certified. If you are certifying the local entity of a multinational company, provide the name of the local entity.

[Notes]

A1.2. What is your organisation's registration number (if you have one)?

If you are a UK limited company, your registration number will be provided by Companies House, in the Republic of Ireland, this will be provided by Companies Registration Office. Charities, partnerships and other organisations should provide their registration number if applicable.

[Notes]

A1.3. What is your organisation's address (for companies: as registered with Companies House)?

Please provide the legal registered address for your organisation, if different from the main operating location.

[Notes]

A1.4. What is your main business?

Please summarise the main occupation of your organisation.

Agriculture, Forestry and Fishing

Mining and Quarrying

Manufacturing

Electricity, Gas, Steam and Air-conditioning Supply

Water supply, Sewerage, Waste management and Remediation

Construction

Wholesale and Retail trade

Repair of motorcars and

motorcycles Transport and

storage Accommodation and

food services Information and

communication Financial and

insurance

Real estate

Professional, scientific and

technical Administration and

support services Public

administration and defence

Compulsory social security

Education

Human Health and Social Work

Arts Entertainment and Recreation

Other service activities

Activities of households as employers; undifferentiated goods and services producing for households for own use

Activities of extraterritorial organisations and bodies

[Notes]

A1.5.   What is your website address?

Please provide your website address (if you have one). This can be a Facebook/LinkedIn page if you prefer.

[Notes]

A1.6.   What is the size of your organisation?

Based on the EU definitions of Micro (<10 employees, < €2m turnover), Small (<50 employees, < €10m turnover) , Medium (<250 employees, < €50m turnover) or Large.

[Notes]

A1.7.   How many staff are home workers?

Home workers are staff whose main work location is their home address and who work there for the majority of their time. This does not include office workers who occasionally work at home or when travelling.

[Notes]

A1.8.   Is this application a renewal of an existing certification or is it the first time you have applied for certification?

The Cyber Essentials certification requires annual renewal. If you have previously achieved Cyber Essentials please select "Renewal". If you have not previously achieved Cyber Essentials please select "First Time Application".

[Notes]

A1.9.   What is your main reason for applying for certification?

Please let us know the main reason why you are applying for certification. If there are multiple reasons, please select the one that is most important to you. This helps us to understand how people are using our certifications.

[Notes]