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13 Questions for a Comprehensive Password Audit

Craft a robust password policy whilst understanding where your staff are regarding their understanding of data security

One of the best practices for implementing a robust password policy is to conduct an audit of your companies existing password practices.

Afterall, you can only figure out where to go once you know where you currently are, right? Being armed with this knowledge will allow you to craft a robust password policy whilst understanding where your staff are regarding their understanding of data security.

With all research, it's a game of RIRO (Rubbish in, rubbish out). If you don't ask the right questions, in the right way, the data you receive back will be of very little value.

SO - to assess the overall security of your organisation's accounts and systems and to understand the level of data security knowledge your staff currently have, you need to ask the right questions.

Here is a list of multiple choice questions you are welcome to make use of to survey your staff:

1. Are you aware of [Company Name] password policy?

Yes	No

2. Where do you store your existing passwords?

On a password Manager	In my notebook	In a Google/ Microsoft Document	In a stack of sticky notes	In a text file

3. Do you share your passwords with anyone, including colleagues, friends, or family members?

Yes	No

4. Do your passwords regularly feature any of your personal information like birthdays, name or family members etc?

Always	Sometimes	Seldom	Never

5. Do you make use of the same passwords for multiple accounts (both inside and outside the company?)

Always	Sometimes	Seldom	Never

6. How often do you change your passwords?

Never	Only when told to	Every 30 days	Every 90 days

7. Do you know what two-factor authentication is?

Yes	No

8. Do you have two-factor authentication activated on accounts where it's possible?

OYes, everything	Only some	On none

9. What do you currently do if/when you receive a suspicious email or request?

Delete it	Report it

10. Do you create your own passwords, or utilise a password generation tool?

I create my own	I use a password generation tool

11. Which of the following are required for a strong password?

Long length	Special characters	Upper and lowercase letters	No personal information	All of the above

12. Do you feel you've received adequate training to date on Data Security/Protection and best practices?

Yes	Kind of	No

13. Do you feel you know how to determine if a website or service is secure?

Yes	Kind of	No

These questions can help you assess the password security practices of your staff and identify any potential weaknesses that need to be addressed.

Remember to also provide education and training to your staff on password security best practices and regularly review and update your organisation's password policy as needed.