SSF 1101

SSF CYBERSECURITY

BASIC LEVEL - BASIC IT SECURITY

SEPTEMBER 2018

Swedish Theft Prevention Association's Norm
SSF 1101 edition 1

SSF
Stöldskyddsföreningen

SSF (the Swedish Theft Prevention Association) is a non-profit association. The aim of the association is to promote safety and security for individuals and property through crime prevention measures, and to help shape opinions and disseminate information with regard to crime prevention. (Excerpt from SSF's by-laws § 1 and § 2. Laid down on May 13, 2011)

SSF, the Swedish Theft Prevention Association, develops and specifies standards for testing and classification within areas considered relevant to the aims of the association.
A list of current SSF standards can be found on the SSF website at www.stoldskyddsforeningen.se

CONTENTS

Foreword

SSF has been publishing rules and standards on behalf of the Swedish Insurance Federation (formerly Försäkringsförbundet) since 2001.

SSF's regulations specify properties that are considered to be of importance for functionality and reliability. The aim of the regulations is to stipulate quality and safety levels that can be applied generally, both when specifying requirements and in conjunction with the procurement of burglar-resistant products or structures.

The regulations refer to, or wherever possible are based on, national and international standards and other applicable technical specifications or international quality standards.

Satisfying statutory requirements can be demonstrated by testing and certification by accredited testing and certification organizations. Products, services, companies and individuals that satisfy applicable standards are listed by SSF in its Security Guide on the SSF website.

Application is voluntary unless agreed otherwise.

In addition to the requirements specified in the standards and regulations, compliance with laws and official regulations is assumed.

Stockholm, September 2018.

Orientation

This standard has been produced by SSF and PwC. The following organizations have participated in the reference group: The police, the Swedish Civil Contingencies Agency (MSB), the Swedish Trade Federation, the Confederation of Swedish Enterprise and SEM Group. This standard specifies basic IT security requirements.

The organizations of today face a number of security-related challenges when it comes to handling, storing and transferring information. This standard is aimed primarily to small and medium-sized organizations that are in need of practical action in order to effectively protect important information as part of their business.

This document constitutes Basic level – basic IT security and should act as a first step in organizations' efforts to enhance the ability to deal with risks linked with information management. This standard aims to specify requirements for certification in accordance with the basic level.

What is information security?
Information security involves preservation of confidentiality, accuracy and availability of information. Information is an asset which, like other important business assets, is of value to businesses and therefore needs appropriate protection. Information security measures aim to protect information and information systems from unauthorized access, use, disclosure, disruption, modification, review, playback or destruction.

1 Scope

This standard includes basic and specific requirements that must be met by small and medium-sized organizations in order to achieve certification in accordance with SSF 1101 – SSF Cybersecurity Basic level – basic IT security.

The scope of certification can be restricted to a specific organizational element and/or a technical function (one or more systems or processes).

2 References

This standard contains dated or undated references to regulations in other publications. These normative references can be found in the body copy. The publications are listed below. With regard to dated references to publications that have subsequently been amended or supplemented, such amendments and supplements are only valid if they have been inserted into these regulations. For undated references, the latest edition of the publication applies.

SS-EN ISO/IEC 17021	*Conformity assessment – Requirements for bodies providing audit and certification of management systems*
SS-EN ISO/IEC 17024	*Conformity assessment – General requirements for bodies operating certification of persons*
DISA	*Computer-aided information security training for users. (2017). Swedish Civil Contingencies Agency (MSB).* *https://www.msb.se/sv/Produkter--tjanster/Publikationer/Publikationer-fran-MSB/DISA---Datorstodd-informationssakerhetsutbildning-for-anvandare/*

3 Definitions

The definitions, terms and abbreviations specified below are applicable when using this document.

3.1
user account (user)
An account with the minimum access rights possible, this allows the user to do their work and is used for working on tasks that do not relate to system administration.

3.2
application
This refers to a program with the aim of constituting a link between the computer's operating system and the user. Examples of applications are Microsoft Excel, Google Chrome, Adobe Photoshop, Spotify and McAfee Antivirus.