Incident Response Planning

The 15 Minute Workgroup Tabletop Exercise

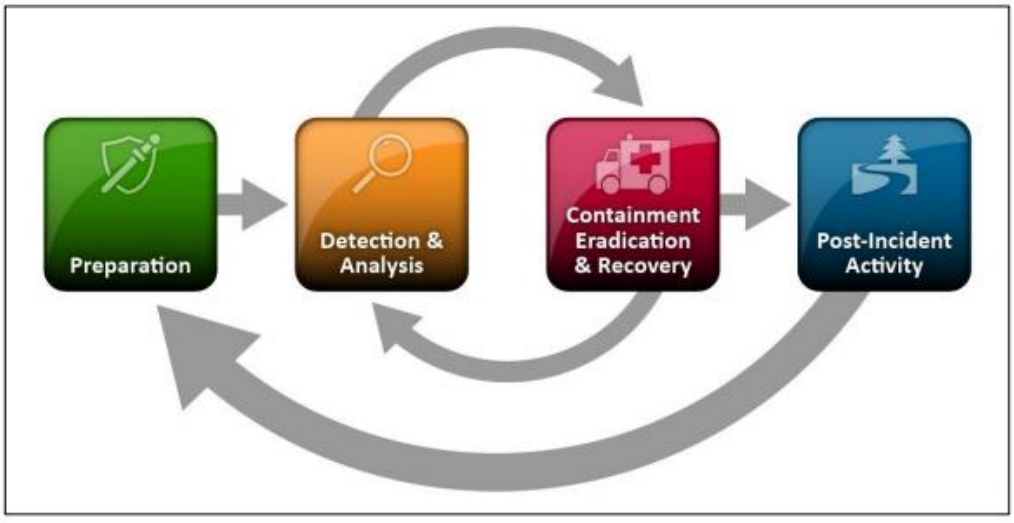
February 2013

Provided for your use is a 15-minute tabletop exercise template for use in developing education and awareness at your agency. These exercises are brought to you by the CTS Security Operations Center (SOC), with a mission of providing centralized information sharing, monitoring, and analysis of Washington State security posture.

The goal of the tabletop exercise is to increase security situational awareness and to facilitate discussion of incident response in as simple a manner possible; targeting a time range of 15 minutes. The exercises provide an opportunity for management to present realistic scenarios to a workgroup for development of response processes.

How to best use the tabletop exercise:

1. Modify the tabletop scenario as needed to conform to your environment.
2. Engage management.
3. Present scenario to the workgroup.
4. Discuss the process to address the scenario.
5. Document the response and findings for future reference



EXERCISE SCENARIO

This month's exercise is unique.

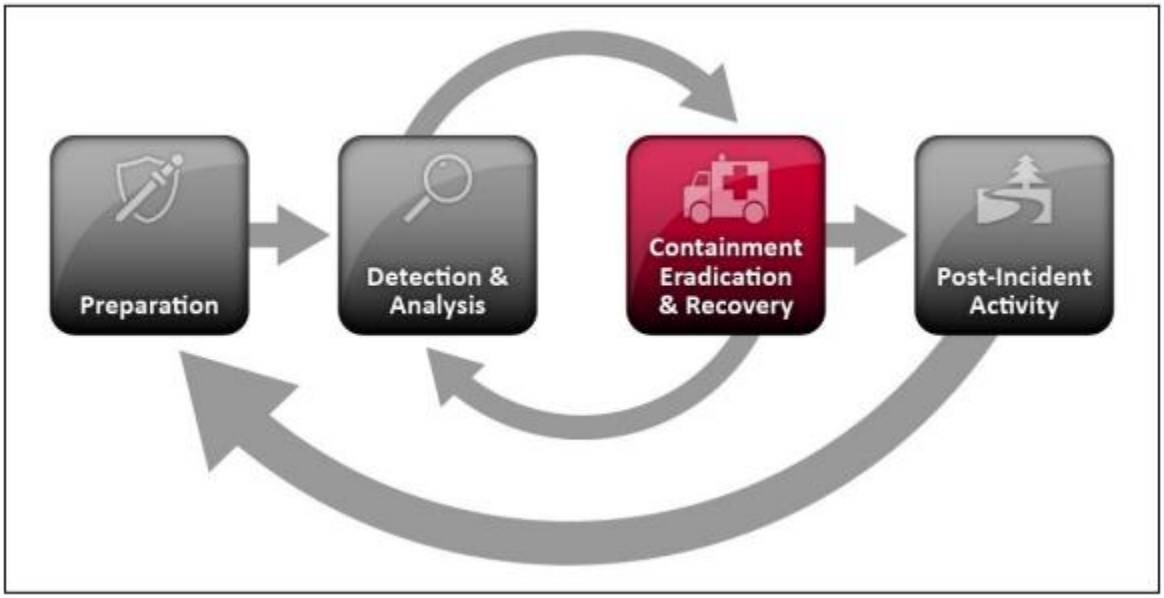
Have one or two people from your agency visit the following two Chinese websites. These sites are both recommended by our federal partners as safe for browsing.

www.ustc.edu.cn (University of Science and Technology of China)

http://en.ustc.edu.cn (English site of the University)

Have the team identify which logs would be needed to trace this activity through the network from end (desktop) to end.

Wait one to two weeks, and request these logs identifying this traffic from the appropriate administrative operations sources.

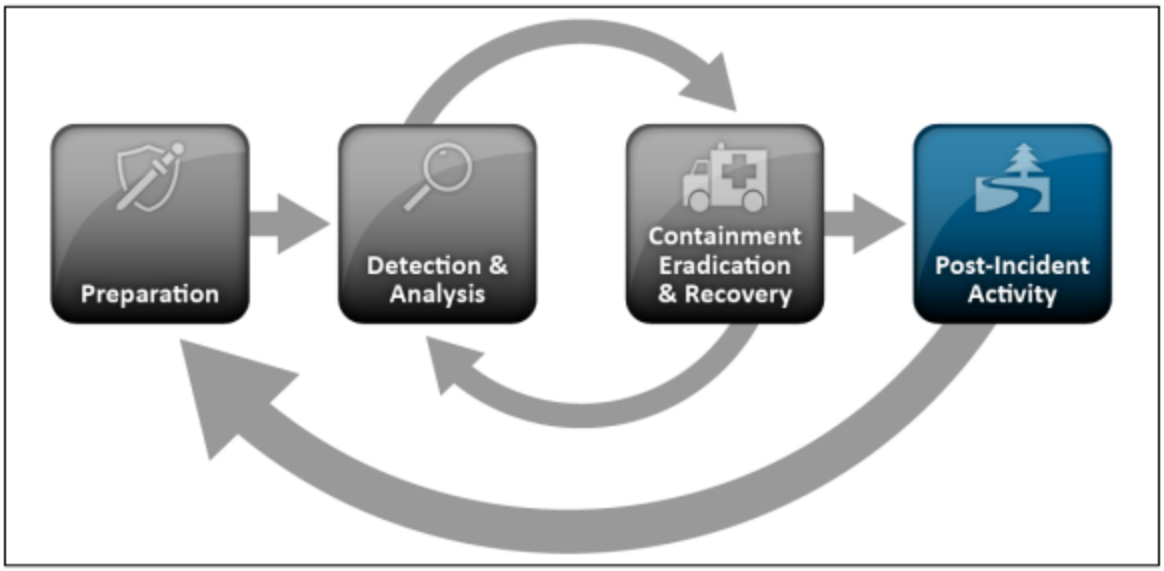


ITEMS TO DISCUSS

- Is the amount of information received sufficient?
- Were the logs received in a timely manner?
- How would you work with authorities to resolve an incident with this information?

ITEMS TO REPORT

- Did communications flow as expected? If not, why?
- Were processes and procedures followed?
- Were there any surprises?
- How well did the exercise work for your organization?



CONTACT US

The CTS SOC forms a focal point for the efficient reporting, containment, and recovery of security incidents.

Contact the CTS Service Desk to report a cyber-incident, or report cyber incidents online at:

http://sharepoint.dis.wa.gov/soc/default.aspx

To speak with a SOC analyst, call **360-407-8800**. For general questions, send us an email at soc@cts.wa.gov.

The CTS Security Operations Center (SOC) is an active member with the Multi-State Information Sharing and Analysis Center (MS-ISAC) which has been designated by the US Department of Homeland Security as the key resource for cyber threat prevention, protection, response and recovery for the nation's state, local, territorial and tribal (SLTT) governments. Through this relationship, the CTS SOC is able to leverage resources available from MS-ISAC of malware analysis, reverse engineering, log analysis, and forensics analysis in a cyber incident.

The mission of the CTS SOC is to provide centralized information sharing, monitoring, and analysis of Washington State security posture. The promotion of cyber security education and awareness to end users is critical to maintenance of a strong security posture of the Washington State network.