

City of Knoxville
2021 Information Technology Assessment
Artifact Request List

1. Most recent copy of City of Knoxville's information security policy/program and any other IT-related policies and procedures.
2. Most recently completed IT risk assessment.
3. Copy of vulnerability assessment reports for 2020 and 2021, if conducted.
4. Copy of penetration test reports for 2020 and 2021, if conducted.
5. If not included in the information security program above, documentation showing completion and attendance for any security awareness program that may be in place.
6. Network Diagram
7. A list / description of all critical applications used within the COK network.
8. If not included in the information security program above, a description of the onboarding process, system access approval, and general network and application login requirements to include the use of userids, passwords, multifactor authentication, etc. Include specific policy parameters related to access.
9. Provide samples of onboarding forms/documentation used to approve network/application access to all COK systems.
10. Provide a brief description of the firewall mechanisms in place and how they are administered. Provide screen prints of firewall admin settings, use of VPN (if applicable), and use of intrusion detection system.
11. Provide a list of reports and logs used to monitor network activity and frequency of review if not already listed above.
12. Inventory listing of all information technology resources to include desktops, laptops, printers, servers, etc.
13. Provide an organization chart or other description containing personnel within the IT function and their associated duties and responsibilities.
14. Provide a listing/documentation showing how physical access mechanisms (key fobs, key cards, keys) are tracked, issued, and collected upon termination.
15. Provide documentation/evidence of backup process and applications used to backup. Show evidence of notification of successful backups for February, May, July, and September 2021.