NCSC – Small Business Guide

This information sheet has been compiled by the Police Service of Northern Ireland Cyber Crime Centre in conjunction with Community Pharmacy NI and is intended to raise awareness of the National Cyber Security Centre - Small Business Guide. For contractor specific queries please contact **info@communitypharmacyni.co.uk**.

Community Pharmacy and Cyber Security

Community Pharmacies provide a vital public service across Northern Ireland, a service based on trust, reputation and at its heart, the welfare of the patient.

In an ever increasingly online world, this service relies on the safe storage and secure management of information such as sensitive personal records and financial data, be that through a managed service IT provider or independently maintained systems.

Working closely with CPNI, the PSNI Cyber Protect office has held discussions with a number of local contractors in an effort to understand the particular challenges faced by the local community pharmacy sector in managing data.

Based on the Small Business Guide from the National Cyber Security Centre, this guidance details five key steps the PSNI and CPNI believe can be taken by all contractors to improve cyber security.

More detailed information can be accessed by clicking on the relevant headings.

5 steps towards improving your cyber security

Cyber incidents such as account compromises, malware attacks and phishing, are experienced by businesses across all sectors in Northern Ireland on a daily basis. As part of their support for the SME sector, the National Cyber Security Centre have relaunched their easy to follow '**Small Business Guide**' highlighting 'accessible and actionable steps organisations can take which have little to no cost'.

"Cyber security can seem overwhelming for some small business owners, but it's never been more important to ensure that measures are in place to protect against online threats….. By acting on the guide's **five key recommendations**, small businesses can significantly reduce their chances of falling victim to a cyber attack and help to keep their day-to-day operations running smoothly".

Sarah Lyons, NCSC Deputy Director for Economy and Society Engagement

For more information on the Small Business Guide check out: https://www.ncsc.gov.uk/news/revamped-small-business-guide

National Cyber Security Centre

Cyber Security
Small Business Guide

Small Business Guide Collection

Backing up your data

- Identify what data you need to back up
- Keep your backup separate from your computer
- Consider the cloud
- Read the NCSC cloud security guidance
- Make backing up part of your everyday business

Protecting your organisation from malware

- Install (and turn on) antivirus software
- Prevent staff from downloading dodgy apps
- Keep all your IT equipment up to date
- Control how USB drives / memory cards can be used
- Switch on your firewall

Keeping your smartphones (and tablets) safe

- Switch on password protection
- Ensure lost/stolen devices can be tracked/locked/ wiped
- Keep your device up to date
- Keep your apps up to date
- Don't connect to unknown Wi-Fi Hotspots

Using passwords to protect your data

- Make sure you switch on password protection
- Use 2FA for 'important' accounts
- Avoid using predictable passwords
- Help your staff cope with 'password overload'
- Change all default passwords

Avoiding phishing attacks

- Configure accounts to reduce the impact of attacks
- Think about how you operate
- Check for the obvious signs of phishing
- Report all attacks
- Check your digital footprint

Useful websites
www.communitypharmacyni.co.uk
www.ncsc.gov.uk
www.cyberaware.gov.uk
www.nicybersecuritycentre.gov.uk

Twitter
@compharmacyni
@PSNIBelfast
@cyberawaregov.uk
@NICyberSC