

Wireless Connection Policy

I. Purpose

Though the networks used by remote workers are beyond our control, it is essential that we mitigate these possible external threats as much as we can through this policy.

II. Scope

This policy applies to all employees and contractors who work with Nested Knowledge and access internal or confidential Nested Knowledge data.

III. Wireless Connection Policy

Wireless network acceptable practices are based on the data classification system. Public data may be accessed on any network. Internal Nested Knowledge data, confidential data, and restricted data may only be accessed on secure networks. All personnel accessing non-public data must avoid the use of public, high-risk networks.

Home Network Procedures:

All employees and contractors are provided with guidance on procedures for safely using home networks, which includes practices such as using strong passwords, eliminating guest networks, securing IoT devices, and frequently updating devices.

Network Security Policy

I. Purpose

This policy provides guidance to safeguard networks from harm.

II. Scope

This policy applies to all employees and contractors who work with Nested Knowledge and access internal or confidential Nested Knowledge data.

III. Network Security Policy

Nested Knowledge, a fully remote company, does not maintain any internal networks for employees.

The Nested Knowledge cloud application, marketing site, and wiki run in an isolated, private network (AWS Virtual Private Cloud, "VPC"). Only front-end servers are exposed to the internet via gateway; backend services and databases are unreachable outside the VPC. Access to the VPC is provided by a bastion host via SSH key authentication. All access attempts to the VPC are logged with IP address, port/protocol, and time of access and periodically reviewed for unexpected or malicious activity and retained for a period of 1 year.

Security protocols for the transmission of data across the network

All communications from the VPC are encrypted by SSH (developers) or HTTPS (users of the application). Within the VPC, communications between all services and the database are encrypted via TLS.

Network change management procedures

When network architecture changes, a review by the technical lead, Karl Holub, must be processed. Additionally, the technical lead will perform annual review of this policy and ongoing compliance.

Revision History

Author	Date of Revision/Review	Comments
K. Cowie	01/24/2024	Reviewed
K. Holub	11/7/2022	Review

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