

# Center for Infrastructure Assurance and Security

## Phase I Project Plan for DHS

The first phase of the Community Cyber Security Maturity Model (CCSMM) is designed to raise awareness and lay a foundation for leadership to focus attention and limited resources on cyber security issues. Activities in this phase provide opportunities to explore and focus on four basic areas: Awareness, Information Sharing, Policies and Procedures, and Training and Education.

*Timeframes are approximate.*

- 1) **Initial Contact Meeting (ICM):** Separate meetings with state and individual community officials to detail the program and lay out plans and schedules. Meetings may also be held with Congressional delegations to explain the program and garner support.  
*Conducted within one month of state selection announcement.*
- 2) **Initial Planning Conference (IPC), Exercise #1:** Planning conference with individual communities for Tabletop Exercise #1. Held immediately after the cyber security introductory course, Leading Cyber Security.  
*Held within one month of ICM.*
- 3) **Final Planning Conference (FPC), Exercise #1:** Planning conference for Tabletop Exercise #1. Conducted in concert with telephone and email communications with community officials and local subject matter experts.  
*Held within one month of IPC.*
- 4) **Community Cyber Security Exercise #1:** Exercise in a tabletop format with participants organized in cross-sector, 8-10 person tables. CIAS facilitators lead table discussions to encourage sharing of community experiences, issues, challenges and solutions.  
*Held within one month of FPC.*
- 5) **After Action Report (AAR) #1 Workshop:** Preliminary AAR, based on both facilitator and participant exercise experiences, briefed to community leadership. Immediately followed by Workshop to develop a toolbox and implementation plan. Leadership identifies goals, points of contact and initial steps in establishing security programs.  
*Held within one month of Exercise #1, final AAR delivered to community Point of Contact two weeks later.*

- 6) Voice and Data Security Course: Introductory four-day course delivered in a hands-on lab format. Designed for information technology and information security professionals.  
*Held within one to two months after AAR delivery.*
- 7) On-site Cyber Security Solutions Workshop: Workshop to provide low and no cost solutions to common cyber security problem areas. Focused on providing individual organizations with the tools needed to accomplish initiatives that are key to any cyber security program.  
*Held within one to two months after AAR Workshop #1.*

In the next portion of this first phase, The CIAS continues to interact with the community to help implement low and no cost solutions to cyber security challenges. Activities in this section are designed to solidify lessons from the first section and to provide opportunities to exercise and fine-tune new policies, procedures and information sharing activities:

- 8) Initial Planning Conference (IPC), Exercise #2: Planning conference with individual communities for Tabletop Exercise #2.  
*Held within two months of Onsite Cyber Security Solutions Workshop.*
- 9) Final Planning Conference (FPC), Exercise #2: Planning conference for Tabletop Exercise #2.  
*Held within one month of IPC.*
- 10) Community Cyber Security Exercise #2: Exercise in a tabletop format with participants organized in sector-based, 8-10 person tables. CIAS facilitators lead table discussions to explore and solidify recent policy and procedures, lessons and implementation efforts in community sectors. Additionally, tables are confronted with situations requiring the sharing of information across sectors and providing opportunities to exercise information sharing agreements and processes.  
*Held within one month of FPC.*
- 11) After Action Report (AAR) #2 Workshop: Preliminary AAR, based on both facilitator and exercise participant exercise experiences, briefed to community leadership. Immediately followed by Workshop designed to reinforce lessons and imperatives in policy and procedure implementation and information sharing. This activity will reinforce plans and skills needed in the next phase of the CCSMM training.  
*Held within one month of Exercise #2, final AAR delivered to community Point of Contact two weeks later.*

In the second part of this program, The CIAS continues to interact with communities to implement their new policies and procedures. In addition, The CIAS assists states and communities in obtaining, through other sources, complementary low and no cost cyber

security training and education. Activities in this next phase are designed to provide the opportunity for states and their community program participants to work together in the areas of information sharing and analysis. The predominant vehicle for this opportunity is a State Cyber Security Exercise:

- 12) Initial Planning Conference (IPC) #3, State Cyber Security Exercise: Conference for both state and community planners for Tabletop Exercise #3. Conducted at the state site wherever the state cell for the exercise will be located.  
*Held within three months of the AAR #2.*
- 13) Final Planning Conference (FPC) #3, State Cyber Security Exercise: Conference for both state and community planners, again held at the state site wherever the state cell for the exercise will be located.  
*Held within one month of IPC #3.*
- 14) State Cyber Security Exercise: Exercise will consist of a state cell and two separate community cells. Each entity will conduct their portion of the exercise at their location concurrently. Exercise events will offer the opportunity for each organization to decide when, where and how to disseminate information and analysis.  
*Held within one month of the FPC #3.*
- 15) After Action Report (AAR) #3 Workshop: Session to discuss conduct, details and lessons with all state and community participants. Based on both facilitator and exercise participant exercise experiences, briefed to state and community leadership. Immediately followed by Workshop designed to reinforce lessons and imperatives in policy and procedure implementation and information sharing. This activity will reinforce plans and skills needed in the next phase of the CCSMM.  
*Held within one month of Exercise #3, final AAR delivered to community and state Points of Contact two weeks later.*