

# 1/ Assessing Digital Security Needs

## Step by step

These cards detail different threats and means of protecting sensitive information, to ensure secure and successful engagement with civil society. This card will help you decide which cards are most relevant in your situation.

Firstly, what is **sensitive information**? Think of sensitive information as any information which, if it fell into the wrong hands, could have negative consequences. Many types of sensitive information, such as personal data, are protected by legislation. Still, it is highly recommended to protect all of your data.

*Are you certain you are covering the basic essentials of information security?*

- If not, see cards **2** and **3**.
- If you are, then see cards **2** and **3** in any case, to make sure.

*Are you concerned that the authorities may be monitoring your online activities?*

- If so, see cards **4**, **5** and **6**.

*Do you often work from outside the office, and travel with your devices?*

- If so, see cards **2**, **4**, **7** and **11**.

*Do you offer financial support or engage in projects with civil society organisations?*

- If so, see cards **5**, **8**, **9**, **11** and **12**.

*Are you connected to civil society via social media, or are you considering this?*

- If so, see cards **5** and **6**.

*Do you use Dropbox or similar services to share data with HRDs?*

- If so, see card **8**.

*Do you use WhatsApp, Facebook, or commercial email to communicate with HRDs?*

- If so, see cards **5** and **6**.

*Are you operating in an environment where targeted malware is used to attack or spy on journalists or human rights defenders?*

- If so, or if you are not sure, see card **10**.
- If not, try to keep up to date on this issue as it may become relevant in your context.

See the website <https://digitalsafetymanual.org> for more information.