



NYSPI Safe Browsing Bulletin

Due to the diverse nature of our business, NYSPI firewalls allow access to parts of the Internet which may be inappropriate or present risk to programs and systems. Staff are expected to act professionally and responsibly while using Internet services at NYSPI. This is not easy. Even trusted websites can be compromised and present risk to the most diligent staff.

Staff can take the follow measures to limit their risk and risk to NYSPI while surfing the web:

- Look for a padlock symbol and https:// on websites where you will be entering any information you don't want to see in the NY Post. Double-click the padlock to check the "certificate" to be extra sure the site you're visiting is the site you expect.
- Pay attention to the website address. Sometimes attackers will make websites with an address similar to another site to try to trick you
- Don't click on links on unsolicited e-mails
- Don't use file sharing sites for any information you don't want to see in the NY Post, including any PII or PHI, unless approved by psyIT.
- Don't expect peer-to-peer services, such as uTorrent or Skype (consumer), to be secure and do not use these services for secure communications
- Be aware of shortened links. Expand links from questionable sources at the shortening site (e.g. bit.ly), general unshortening sites such as <http://www.unshorten.it> or via Google search.
- Be cautious about software downloaded from the Internet. Only software with an approved business function should be installed. Software must have appropriate licensing, where applicable, and downloaded software should be validated through use of trusted secure download locations and/or validation of file "checksum" or other signatures whenever possible.

Additional tips for secure Internet use can be found at:

http://www.cumc.columbia.edu/it/getting_started/risky.html

<https://www.helpnetsecurity.com/2012/07/10/simple-safe-web-browsing-tips/>

<http://www.itbusinessedge.com/slideshows/five-tips-for-safe-web-surfing-whether-at-your-desk-or-on-the-go.html>

Questions can be sent to the service desk ticket by e-mail to psyit@nyspi.columbia.edu