

Trustedci.org Website (SquareSpace.Com)
Asset-Specific Access and Privilege Specification (ASAPS)

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Last reviewed on Mar. 27, 2021 by the ISO

Distribution: Public

For information regarding violations and enforcement, please refer to the Trusted CI Master Information Security Policies & Procedures located in the 'Active Policies' folder.

Asset Description: This document records administration and content developer access for 'configuration and content' of the trustedci.org website, which is a publicly viewable website hosted on Squarespace (Squarespace.com). Access control is accessed through <https://ctsc.squarespace.com/config/>.

Primary Asset Manager: Redacted-For-Privacy

Documenting and Accounting: Any staff member who has the ability to configure or modify content on this site should be listed in the access table of this document.

Note, SquareSpace does not offer the ability to *remove* a user from their database, however, we can remove all permissions for a user. Hence, ex-staff are still visible in SquareSpace's console.

Reviewing: Access controls and supporting documentation must be reviewed every six months or when there is a change in Trusted CI personnel.

Monitoring: n/a

Revoking Access: Access to this asset must be revoked or privilege reduced within 24 hours of disqualification.

Remote Access: n/a

Access Table:

Role	Privilege Level	Conditions & Procedures for Access at this Privilege Level
Redacted-For-Privacy	Content-Editor	password
Redacted-For-Privacy	Admin	password
Redacted-For-Privacy	Trusted-Commenter	password
Redacted-For-Privacy	Analytics	password

Redacted-For-Privacy	Basic Author	none
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Change Log:

Use this change log to document the version history of this specification document, as well as other changes, such as the rationale for assigning or revoking certain privileges.

Date	Description of Change	Version
2016-08-08	Initial Publication	Version 1
2019-03-21	Rebranded CTSC to Trusted CI	Version 1.1
2019-07-22	Updated access table to reflect staff changes including management handover to Redacted-For-Privacy	Version 1.2
2021-03-22	Updated access table; identified peculiarities with SquareSpace's console & some accounts	1.3