

COMPLIANCE WORKING RECORD

# Cybersecurity administration working record

Fictional sample. Requires tailoring. No compliance assurance.

Document control

| Field         | Value                                 |
|---------------|---------------------------------------|
| Document type | Administrative evidence pack          |
| Jurisdiction  | United States                         |
| Version       | 2026-09-03.1                          |
| Status        | Fictional sample. Requires tailoring. |
| Prepared on   | September 3, 2026                     |
| Generated     | September 3, 2026                     |

Document control and scope

Administrative records only. Entries do not determine legal applicability, mandatory retention, statutory deadlines or compliance.

This pack freezes the populated modules from one workspace snapshot. Keep the JSON backup and downloaded ZIP securely.

| Field           | Value                                                                  |
|-----------------|------------------------------------------------------------------------|
| Workspace       | Cybersecurity administration                                           |
| Catalog version | 2026-09-03.1                                                           |
| Prepared        | 2026-09-03T12:00:00.000Z                                               |
| Record status   | Fictional sample. Requires tailoring.                                  |
| Unused modules  | All modules populated. This does not prove completeness or compliance. |

## NIST CSF evidence workbook

1 customer-reported record. No independent verification.

Administrative records only. Entries do not determine legal applicability, mandatory retention, statutory deadlines or compliance.

## Fictional nist csf evidence workbook

| Field                                   | Value                                                     |
|-----------------------------------------|-----------------------------------------------------------|
| Record title                            | Fictional nist csf evidence workbook                      |
| Owner                                   | Example operations lead                                   |
| Status                                  | Open                                                      |
| Customer-defined review month           | 2026-10                                                   |
| Evidence notes                          | EXAMPLE-001, fictional reference                          |
| Notes and uncertainty                   | Fictional sample. Requires tailoring and customer review. |
| CSF 2.0 function                        | Govern (GV)                                               |
| Customer-selected CSF outcome reference | Fictional customer-selected csf outcome reference         |
| Current practice and gaps               | Fictional current practice and gaps                       |

## Access-review register

1 customer-reported record. No independent verification.

Administrative records only. Entries do not determine legal applicability, mandatory retention, statutory deadlines or compliance.

Actions are reported by the customer. This record does not authenticate participation, consent, approval or a signature.

## Fictional access-review register

| Field        | Value                            |
|--------------|----------------------------------|
| Record title | Fictional access-review register |
| Owner        | Example operations lead          |

| Field                         | Value                                                     |
|-------------------------------|-----------------------------------------------------------|
| Status                        | Open                                                      |
| Customer-defined review month | 2026-10                                                   |
| Evidence notes                | EXAMPLE-001, fictional reference                          |
| Notes and uncertainty         | Fictional sample. Requires tailoring and customer review. |
| Reported actor                | Example reviewer                                          |
| Reported action date          | September 3, 2026                                         |
| Reported action               | Acknowledged                                              |
| Evidence and reporting basis  | Customer-reported fictional action                        |
| System                        | Fictional system                                          |
| Account or group              | Fictional account or group                                |
| Access reviewed               | Fictional access reviewed                                 |
| Reported access decision      | Fictional reported access decision                        |

## Asset inventory

1 customer-reported record. No independent verification.

Administrative records only. Entries do not determine legal applicability, mandatory retention, statutory deadlines or compliance.

## Fictional asset inventory

| Field                         | Value                            |
|-------------------------------|----------------------------------|
| Record title                  | Fictional asset inventory        |
| Owner                         | Example operations lead          |
| Status                        | Open                             |
| Customer-defined review month | 2026-10                          |
| Evidence notes                | EXAMPLE-001, fictional reference |

| Field                 | Value                                                     |
|-----------------------|-----------------------------------------------------------|
| Notes and uncertainty | Fictional sample. Requires tailoring and customer review. |
| Asset identifier      | Fictional asset identifier                                |
| Asset type            | Fictional asset type                                      |
| Location              | Fictional location                                        |
| Custodian             | Fictional custodian                                       |

Backup-test log

1 customer-reported record. No independent verification.

Administrative records only. Entries do not determine legal applicability, mandatory retention, statutory deadlines or compliance.

Fictional backup-test log

| Field                         | Value                                                     |
|-------------------------------|-----------------------------------------------------------|
| Record title                  | Fictional backup-test log                                 |
| Owner                         | Example operations lead                                   |
| Status                        | Open                                                      |
| Customer-defined review month | 2026-10                                                   |
| Evidence notes                | EXAMPLE-001, fictional reference                          |
| Notes and uncertainty         | Fictional sample. Requires tailoring and customer review. |
| Test date                     | September 3, 2026                                         |
| System tested                 | Fictional system tested                                   |
| Observed restore result       | Fictional observed restore result                         |
| Observed recovery duration    | Fictional observed recovery duration                      |

## Incident exercise pack

Fictional incident exercise pack. 2 of 3 items reported complete.

Administrative records only. Entries do not determine legal applicability, mandatory retention, statutory deadlines or compliance.

## Fictional incident exercise pack

| Field                                       | Value                                                     |
|---------------------------------------------|-----------------------------------------------------------|
| Record title                                | Fictional incident exercise pack                          |
| Owner                                       | Example operations lead                                   |
| Status                                      | Open                                                      |
| Customer-defined review month               | 2026-10                                                   |
| Evidence notes                              | EXAMPLE-001, fictional reference                          |
| Notes and uncertainty                       | Fictional sample. Requires tailoring and customer review. |
| Checklist items, one per line               | Check the record<br>Assign an owner<br>Record the review  |
| Completed item numbers, separated by commas | 1,2                                                       |
| Exercise scenario                           | Fictional exercise scenario                               |
| Observed results                            | Fictional observed results                                |

## Result 1

| Field       | Value                            |
|-------------|----------------------------------|
| Record      | Fictional incident exercise pack |
| Item        | 1                                |
| Description | Check the record                 |
| Status      | Reported complete                |

## Result 2

| Field       | Value                            |
|-------------|----------------------------------|
| Record      | Fictional incident exercise pack |
| Item        | 2                                |
| Description | Assign an owner                  |
| Status      | Reported complete                |

## Result 3

| Field       | Value                            |
|-------------|----------------------------------|
| Record      | Fictional incident exercise pack |
| Item        | 3                                |
| Description | Record the review                |
| Status      | Not reported complete            |

## Remediation tracker

1 customer-reported record. No independent verification.

Administrative records only. Entries do not determine legal applicability, mandatory retention, statutory deadlines or compliance.

## Fictional remediation tracker

| Field                         | Value                            |
|-------------------------------|----------------------------------|
| Record title                  | Fictional remediation tracker    |
| Owner                         | Example operations lead          |
| Status                        | Open                             |
| Customer-defined review month | 2026-10                          |
| Evidence notes                | EXAMPLE-001, fictional reference |

| Field                        | Value                                                     |
|------------------------------|-----------------------------------------------------------|
| Notes and uncertainty        | Fictional sample. Requires tailoring and customer review. |
| Issue                        | Fictional issue                                           |
| Remediation action           | Fictional remediation action                              |
| Customer-defined target date | September 3, 2026                                         |

Official sources

| Source                                                                                              | Provision | Date              | Link                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------------|-----------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| National Institute of Standards and Technology: NIST Cybersecurity Framework 2.0 for Small Business |           | September 3, 2026 | <a href="https://www.nist.gov/itl/smallbusinesscyber/nist-cybersecurity-framework-0">https://www.nist.gov/itl/smallbusinesscyber/nist-cybersecurity-framework-0</a> |