Daily Checklist **Example**

Month 2004	Jan	Feb	**Mar**	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	1	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**
Verify all daemons/ processes are running														
cron														
syslogd														
auditd														
Verify all applications are working														
E-mail														
Browser														
Intrusion detection														
UPS monitoring														
specific app1														
specific app2														
Verify any push/pull actions														
Virus definition files														
OS updates														
Message-of-the-day														
Examine audit logs														

	15	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**	**25**	**26**	**27**	**28**	**29**	**30**	**31**	**Exception/ Problem?**	**Called Help Desk?**
Verify all daemons/ processes are running																			
cron																			
syslogd																			
auditd																			
Verify all applications are working																			
E-mail																			
Browser																			
Intrusion detection																			
UPS monitoring																			
specific app1																			
specific app2																			
Verify any push/pull actions																			
Virus definition files																			
OS updates																			
Message-of-the-day																			
Examine audit logs																			

Data Servers																																
E-mail servers																																
Firewalls																																
Virus Protection devs																																
Change-mgmt tools																																
Back ups																																
Data																																
Device config files																																
Audit Data																																
Db transaction logs																																
etc																																