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**IT SECURITY POLICY**

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**Change history**

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# Purpose, scope and users

The purpose of this document is to define clear rules for the acceptable use of the information system and other information assets in [organization name].

This document is applied to the entire scope of the Information Security Management System (ISMS), i.e., to all information systems and other information assets used within the ISMS scope.

Users of this document are all employees of [organization name].

# Reference documents

* ISO/IEC 27001 standard, clauses A.5.9, A.5.10, A.5.11, A.5.14, A.5.17, A.5.32, A.6.7, A.7.7, A.7.9, A.7.10, A.8.1, A.8.7, A.8.10, A.8.12, A.8.13, A.8.19, and A.8.23.
* Information Security Policy
* [Information Classification Policy]
* [Incident Management Procedure]
* [Inventory of Assets]
* [Security Procedures for IT Department]
* [Information Transfer Policy]

# Acceptable use of information assets

## Definitions

Information system – includes all servers and clients, network infrastructure, system and application software, data, and other computer subsystems and components that are owned or used by the organization or that are under the organization's responsibility. The use of an information system also includes the use of all internal or external services, such as Internet access, e-mail, etc.

Information assets – in the context of this Policy, the term *information assets* is applied to information systems and other information/equipment including paper documents, mobile phones, portable computers, data storage media, etc.

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