# ISMS *Management Review* Meeting

Date & time                Place

# A G E N D A

## Introduction
a) **Purpose** of this meeting
b) **Agenda** items and priorities (if agreed, we may take pressing business first)
c) **Recap**, confirm minutes and close-off actions from previous *Management Review*

## ISMS governance and management
d) Significant organization, business or other **changes** relevant to the ISMS including laws, regulations or other **compliance** obligations
e) Confirm ISMS **scope** and **objectives**
f) Review information security strategy, plans, roles and responsibilities
g) Information security **resourcing** including budget and return on security investments
h) Review ISMS performance and trends (security **metrics**)
i) Information security **policies**

## Information risk management
j) Significant information **risks** (threats, vulnerabilities and impacts) and opportunities, including information security **incidents** affecting this or other organizations
k) Prioritization of information risks relative to other business risks (**risk register**)
l) **Risk treatments** including information security **projects** and initiatives

## Business continuity management
m) **Resilience, recovery** and **contingency** plans, preparation and arrangements
n) Continuity **exercises** – plans and results, improvements arising

## ISMS continuous improvement
o) ISMS **internal audits** and management reviews – key findings, issues and plans
p) Feedback from or concerning **external parties**
q) Opportunities to **improve** the ISMS including preventative and corrective actions

## Close
r) **Actions arising** from this meeting (with owners and due dates)
s) **Resolutions** for executive management approval
t) **Next** *Management Review* – date, venue, purpose, agenda items, invitees
u) **Any other business**