

# **Overview of selected KPN Security Policies**

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<b>Requirement</b>	<b>Termination of employment</b>
<b>Description</b>	Line management must manage employee's exit from KPN or change of positions in line with Checklist Change of position or termination.
<b>Supplement</b>	In case of termination of employment, equipment and assets must be returned and all access rights and authorizations must be removed.
<b>ID</b>	KSP-RE-73
<b>Version</b>	1.1
<b>Date</b>	November 2, 2018
<b>Rationale</b>	Measures at the end of an employment relationship

<b>Requirement</b>	<b>Unused accounts</b>
<b>Description</b>	When a user account is no longer necessary it must be removed or disabled.
<b>Supplement</b>	A read account on KIOSK is not used anymore as a result of IT-changes. When a user is no longer employed his account needs to be removed.
<b>ID</b>	KSP-RE-74
<b>Version</b>	1.0
<b>Date</b>	December 11, 2017
<b>Rationale</b>	Measures at the end of an employment relationship
<b>Rationale</b>	Security measures for suppliers
<b>Rationale</b>	Pre-employment screening
<b>Rationale</b>	Security-awareness
<b>Rationale</b>	Disciplinary measures