# KPN Security Policy

## KSP – Standard

| | | |
|---|---|---|
| Title | **Security and continuity for suppliers** | |
| ID | **KSP-FA07-ST01** | |
| Funct. Area | 07 – Supplier relationships | |
| Date | 21 April 2017 | |
| Version | v1.5 | |
| Status | Approved | |
| Owner | CISO | |

**Summary**

This standard describes the high level requirements that must be followed when concluding a contract with a supplier. These requirements are:

- Suppliers must comply with all relevant requirements
- All relevant requirements must be included in the Security Annex of the contract
- Any alternative requirement must ensure a security level as high as the original requirement
- When service delivery starts, security specialists from both KPN and the supplier must meet frequently to discuss developments and incidents
- The method and frequency in which assurance is obtained must be included in (the Security Annex of) the contract and must be adhered to

**Version history**

| Version | Date | Comments |
|---|---|---|
| v1.0 | 11 October 2013 | Approved in SSM |
| v1.1 | 17 October 2013 | Updated based on consistency check |
| v1.2 | 1 August 2014 | Simplified version as a result of implementation plan project |
| v1.3 | 15 October 2014 | Language errors corrected in Dutch version |
| v1.4 | 5 February 2016 | Minor textual changes according to the annual review |
| v1.5 | 21 April 2017 | Annual review carried out; no changes necessary |

| ID | KSP-FA07-ST01-R01 |
|---|---|
| **Title** | Supplier compliance with relevant requirements |
| **Description** | Suppliers must comply with all relevant requirements in the KPN Security Policy (KSP). |
| **Relating document** | KSP-FA07-RL01 - Supplier Security |
| **Rationale (why)** | The KSP ensures a base level of security and continuity within KPN. Therefore everyone within KPN must adhere to the KSP. However, since KPN frequently relies on suppliers in multiple aspects of their business, these suppliers must adhere to the relevant requirements in the KSP as well. |
| **Example** | N/A |
| **Possible exception** | N/A |

| ID | KSP-FA07-ST01-R02 |
|---|---|
| **Title** | Deployment of the Security Annex as part of the contract |
| **Description** | All relevant requirements must be included in the Security Annex of the contract. This annex is part of the supplier contract. |
| **Relating document** | KSP-FA07-TL03 - Security Annex |
| **Rationale (why)** | The relevant KSP requirements that have been agreed upon with the supplier are included in the Security Annex of the contract to ensure that expectations from both sides are clear from the beginning. |
| **Example** | N/A |
| **Possible exception** | N/A |

| ID | KSP-FA07-ST01-R03 |
|---|---|
| **Title** | <u>Alternative requirement setting</u> |
| **Description** | Any alternative requirement must ensure a security level as high as the original requirement. |
| **Relating document** | N/A |
| **Rationale (why)** | The KSP proposes a particular solution in a certain situation. If a supplier already has an alternative solution in place or proposes an alternative solution, this solution can be considered, provided the alternative solution offers a comparable level of security (mitigating the risk associated to the original requirement). |
| **Example** | N/A |
| **Possible exception** | N/A |

| | |
|---|---|
| **ID** | KSP-FA07-ST01-R04 |
| **Title** | <u>Consultation</u> |
| **Description** | When service delivery is started, security specialists from both KPN and the supplier must meet at least annually to discuss developments and occurred incidents. |
| **Relating document** | KSP-FA07-TL02 - Supplier Assurance Assessment Tool |
| **Rationale (why)** | Monitoring whether the agreed upon requirements are adhered to can be done in various ways. A periodic meeting between security specialists/persons in charge allows KPN to stay up to date with the (security and continuity) developments at the supplier and to provide feedback on the way the requirements are implemented. In addition, issues and incidents are discussed. |
| **Example** | Annual meeting between security counterparts within KPN and Supplier |
| **Possible exception** | N/A |

| ID | KSP-FA07-ST01-R05 |
|---|---|
| **Title** | <u>Assurance</u> |
| **Description** | The method and frequency in which assurance is obtained must be included in the Security Annex of the contract and must be adhered to. |
| **Relating document** | KSP-FA07-TL02 - Supplier Assurance Assessment Tool |
| **Rationale (why)** | Periodic assessments of the adherence to the agreed upon requirements provide a structured way to identify any issues. |
| **Example** | Annual review by an independent auditor |
| **Possible exception** | N/A |