

ISMS Scope

Purpose and Scope

The purpose of this document is to clearly define the boundaries of the Information Security Management System (ISMS) in [Organization].

This document is applied to all documentation and activities within the ISMS. Users of this document are the following members of [Organization]'s management:

Reference Documents

- ISO/IEC 27001 standard, clause 4.3
- Inventory of assets

List of Interested Parties and Their Requirements

- **Employees**
Clear direction on how to handle information security
- **Customers**
Confidence that services will perform as expected and confidentiality of shared sensitive information
- **Shareholders**
Security of investment and protection from fraud
- **Government Agencies**
Comply with information security/business continuity laws and regulations
- **Partners and Vendors**
Maintain security of confidential information
- **Media**
Transparency on security incidents

Definition of ISMS Scope

The organization needs to define the boundaries of its ISMS in order to decide which information it wants to protect. Such information will need to be protected no matter whether it is additionally stored, processed or transferred in or out of the ISMS scope. The fact that some information is available outside of the scope doesn't mean the security measures won't apply to it – this only means that the responsibility for applying the security measures will be transferred to a third party who manages that information. Considering the legal, regulatory, contractual and other requirements, the ISMS scope is defined as specified in the following items:

Processes and Services

Organizational Units

organizations are in scope.

Physical Locations

Networks and IT infrastructure

All in-scope assets are listed in Inventory of Assets.

Exclusions from The Scope

Interfaces and Dependencies of ISMS Scope

Dependencies

Internal Providers

Internal Provider:

Name:

Interfaces /
Dependencies:

External Providers

External Provider:

Name:

Interfaces /
Dependencies:

Validity and Document Management

This document is valid as of

The owner of this document is _____, who must check and, if necessary, update the document at least once a year and maintain compliance of the requirements in this document.

When evaluating the effectiveness and adequacy of this document, the following criteria need to be considered: