**Template Instructions**

System and Services Acquisition Policy

Follow the instructions below to complete this policy template for use within your own organization.

1. Click each bracketed field below to input basic policy information:

* **Organization Name *(e.g. ACME Co)*:**
* **Organization Address *(e.g. 123 Elm St. City, St. 12345)*:**
* **Policy Authority *(e.g. CEO, CIO, or CISO)*:**
* **Policy Owner *(e.g. IT Department)*:**
* **Owner Contact Info *(e.g. jon.smith@acme.com)*:**
* **Policy Number *(e.g. IT POL-INFOSEC-01)*:**