INFORMATION SECURITY

Fundamentals

SECURITY POLICY

A **security policy** is a document that states in writing how a company plans to protect its physical and information technology (IT) assets.

Security policies are living documents that are continuously updated and changing as technologies, vulnerabilities and security requirements change.

SECURITY POLICY - EXAMPLE

[SANS Institute – Security Policy Templates](#)

SECURITY PROCEDURE

A security procedure is a set sequence of necessary activities that performs a specific security task or function.

SECURITY PROCEDURE - EXAMPLE

Email Policy non-compliance

1. Channels for identification or reporting of non-compliance
2. Validation
3. Communication
4. Sanctions for confirmed non-compliance

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