



## 2025 Security Policy

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Security Department

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# Glossary

**Access Control** Mechanisms that limit access to systems, networks, or data based on user identity and permissions.

**ACL (Access Control List)** A list of permissions attached to an object specifying which users or systems can access it and what operations they can perform.

**AI (Artificial Intelligence)** Technology that simulates human intelligence processes, such as learning and problem-solving, often used in threat detection.

**Antivirus** Software designed to detect, prevent, and remove malicious software (malware).

**Asset** Any item of value to the organization, including data, hardware, software, and personnel.

**Authentication** The process of verifying a user's identity before allowing access.

**Authorization** The process of granting or denying specific permissions to a user or system after authentication.

**Availability** One of the CIA triad components; ensures that information and systems are accessible when needed.

**Backup** A copy of data stored separately to enable recovery in case of data loss or corruption.

**Biometric Authentication** Authentication method using unique biological traits such as fingerprints or facial recognition.

**BYOD (Bring Your Own Device)** A policy allowing employees to use their personal devices for work purposes.

**CIA Triad** The core principles of security: Confidentiality, Integrity, and Availability.

**Confidentiality** Ensuring that information is only accessible to those with authorized access.

**Cybersecurity** Practices and technologies used to protect systems, networks, and data from cyber threats.

**Data Classification** The process of categorizing data based on sensitivity (e.g., public, confidential, restricted).

**Data Loss Prevention (DLP)** Technologies that monitor and prevent the unauthorized transmission of sensitive data.

**Disaster Recovery (DR)** A set of policies and procedures for restoring critical systems after a catastrophic event.

**DMZ (Demilitarized Zone)** A network segment that acts as a buffer zone between internal systems and external networks.

**Encryption** The process of converting data into a coded form to prevent unauthorized access.

**Endpoint Security** Measures to secure devices like laptops, desktops, and mobile devices.

**FDE (Full Disk Encryption)** Encrypts all data on a disk drive to protect it from unauthorized access.

**Firewall** A network security device that monitors and filters incoming and outgoing network traffic.

**Governance** The framework of policies and procedures used to ensure security and compliance across an organization.

**GPO (Group Policy Object)** A set of rules in Microsoft environments used to control the working environment of user and computer accounts.

**HSM (Hardware Security Module)** A physical device that safeguards and manages digital keys for strong authentication.

**Incident Response (IR)** The structured approach for handling and mitigating the effects of security incidents.

**Integrity** Ensures that data is accurate and has not been tampered with.

**IPS (Intrusion Prevention System)** A system that monitors network traffic and takes actions to prevent detected threats.

**Least Privilege** A principle that users should only have the minimum level of access necessary to perform their job.

**Logging** Recording events and actions on a system for monitoring and auditing.

**Malware** Malicious software, such as viruses, worms, trojans, or ransomware.

**MFA (Multi-Factor Authentication)** A security mechanism requiring two or more authentication methods.

**Password Policy** Rules governing password creation, complexity, reuse, and expiration to improve security.

**Patch Management** The process of distributing and applying updates to software.

**Phishing** A fraudulent attempt to obtain sensitive information by pretending to be a trustworthy entity.

**PKI (Public Key Infrastructure)** A framework for managing digital certificates and public-key encryption.

**Policy Exception** A formally approved deviation from standard policy due to a specific business need.

**Ransomware** Malware that encrypts a user's data and demands payment for the decryption key.

**Remote Access** The ability to access a system or network from a remote location, often through VPN.

**Risk Assessment** The process of identifying and evaluating potential risks to organizational assets.

**Role-Based Access Control (RBAC)** Access control method based on users' roles within the organization.

**SED (Self-Encrypting Drive)** A drive that automatically encrypts and decrypts data on the fly using built-in hardware.

**SIEM (Security Information and Event Management)** A system that aggregates and analyzes security event data from across an organization.

**Social Engineering** Manipulating people into revealing confidential information or performing unsafe actions.

**Third-Party Risk Management** The process of assessing and managing risks posed by vendors or external service providers.

**TPM (Trusted Platform Module)** A hardware chip that provides secure cryptographic functions, commonly used for device encryption.

**VPN (Virtual Private Network)** A secure communication channel over the internet.

**Vulnerability** A weakness in a system that could be exploited to compromise it.

**Zero Trust Architecture** A security model that assumes no implicit trust; verifies every request as though it originated from an open network.

## Chapter 1

# Governance, Risk, and Compliance (GRC)

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## Chapter 2

# Acceptable Use Policy

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## Chapter 3

# Password Policy

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## Chapter 4

# Security Awareness Training

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## Chapter 5

# Web Application Security

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## Chapter 6

# Software Compliance

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## Chapter 7

# Bring Your Own Device (BYOD)

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## Chapter 8

# Clean Desk Policy

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## Chapter 9

# Email Security

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## Chapter 10

# Third-Party Security

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## Chapter 11

# Server Security

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## Chapter 12

# Remote Access

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## Chapter 13

# Encryption Policy

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## Chapter 14

# Firewall Policy

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## Chapter 15

# Network Diagram

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## Chapter 16

# Disaster Recovery Policy

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## Chapter 17

# Artificial Intelligence (AI) Policy

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## Chapter 18

# Additional Policies (TBD)

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