## Access Control Policy NICTC-N6

## Technical Working Group



## Policy Development Plan

	DEVELOPMENT PLANNING	DOCUMENT DEVELOPMENT	AFTER DEVELOPMENT
1.	Determine Policy Requirements	Select Key Topics Area	<ol> <li>Develop Supporting Standards/Procedures</li> </ol>
2.	Clarify Terms (Policy, Standard, Procedure)	2. Develop a Standard Policy Template	<ol><li>Development Self-Assessment Questionnaire</li></ol>
3.	Clarify Project Roles and Responsibilities	Develop First Draft of Policy	3. Develop Revised User ID forms
4.	Identify Key Stakeholders (Reviewers)	4. Review by Stakeholders	4. Develop Policy Compliance Agreement
5.	Prepare Development Memo (Presentation)	5. Update draft based on comments	5. Schedule Review and Updates
6.	Gather Key Reference Materials	6. Final Approval by Stakeholders	6. Distribute Policies to Target User Groups
7.	Interview Stakeholders for Requirements	7. Approval by Senior Management	7. Validate User Understanding of Policies
8.	Establish Target Policy Audience	8. Publish to Intranet/CMS/Other	8. Provide Security Awareness Training
9.	Establish a Governance Structure	<ol><li>Update in Document Management System</li></ol>	<ol><li>Develop Application-Specific Standards/Policies</li></ol>
10.	Establish Policy Compliance Approval		
11.	Determine Policy Material Distribution Channels		

## Timeline

April May June 23 Apr 04 June Planning **Development** 1. Determine Policy Requirements 1. Approval By Senior Management 2. Clarify Terms (Policy, Standard, Procedure) 2. Publication 3. Clarify Project Roles and Responsibilities 4. Identify Key Stakeholders **5. Prepare Development Memo 6. Gather Key Reference Materials** 30 Apr Planning 7. Interview Stakeholders for Requirements 8. Establish Target Policy Audience 9. Establish a Governance Structure 10. Establish Policy Compliance Approval **11. Determine Policy Material Distribution Channels** 07 May Development 1. Select Key Topics Criteria 2. Develop First Draft of Policy 3. Review by Stakeholders 21 May Development 4. Update Draft Based On Comments

5. Final Approval by Stakeholders

July

25 June