Security Policy

Given the nature of SAI work and the categorized information it includes, it was necessary to set effective security policies that aim to ensure protection of the premises and keeping the information from threats and hazard. The following points illustrate SAI security policy:

- Ensure that all members and staff adhere to laws and regulations applicable in the Sultanate and those related to SAI.
- Regulate and protect the information from change or loss, and prevent unauthorized individuals from access as well as apply the criteria in keeping them.
- Disseminate security awareness among members and staff for any arising updates.
- Publish manuals and circulations for members, staff in this regard, and ensure adherence to them.
- Coordinate with the concerned entities to protect SAI premises along with the individuals and information.
- Set up approved emergency plans to overcome crisis and disasters with minimal losses.
- Secure and protect electronic devices and networks from internal and external hacks and threats
- Categorize the documents according to degree of confidentiality (top confidential, confidential, limited, and closely held) to indicate the importance of the document and the danger of information leakage. Furthermore, set up a system in how to deal with the categorized documents and its destruction as per Records and Achieve Law.