IT Governance Policy

|  |  |
| --- | --- |
| Policy Area | IT Policy Library |
| Approved Date | December 31, 20XX |
| Approved By | Policy Committee |
| Effective Date | January 1, 20XX |
| Current Version | 1.0 |

# I. Overview

Information Technology (IT) governance is a part of the organization’s corporate governance. IT governance is focused on Information Resources and their performance and risk management. IT governance helps ensure that the organization properly manages its IT projects, service delivery, and compliance requirements.

# II. Purpose

IT governance is a process designed to manage the application of technology to business needs. IT governance qualifies initiatives as projects by ensuring alignment with the enterprise architecture and compliance requirements.

# III. Scope

This policy applies to ABC Company’s Executive Management and the IT Director.

# IV. Policy

The ABC Company’s IT governance and management framework exists to:

* Align the organization’s IT with the organization’s business goals and objectives
* Enable high-quality enterprise IT planning and management
* Define the roles and responsibilities necessary to create and sustain a comprehensive governance, planning and management framework
* Enable new strategic capabilities that allow ABC Company to operate efficiently and effectively
* Identify and manage risk and protect ABC Company’s Information Resources

The IT Director provides the central point of accountability, leadership, vision and coordination for the enterprise. The IT Director is responsible for:

* Design - design and implement processes necessary to govern, plan, manage, oversee, evaluate and implement business planning, technical architecture, standards, information and telecommunications resource management planning, budgeting, funding, quality assurance, IT asset inventory and management, IT procurement, IT security, and IT performance standards and measurements
* Governance - provide governance for enterprise IT coordination, planning, decision-making, and policy development
* Tracking - coordinate, facilitate, track and report to executive management, the status of IT projects
* Communications - develop and implement IT communications and management support infrastructure including enterprise focused information sharing
* Policy - create the policies, standards and practices necessary to carry out the directives of ABC Company management as they pertain to IT
* Initiatives - act as the sponsor for IT initiatives including research, identification and development of opportunities, proof-of-concept, etc.
* Assessment - establish and maintain a technical assessment capability through which to evaluate information and telecommunications technologies and management practices

Policies and procedures shall require management authorization for development or acquisition of new applications, systems, databases, infrastructure, services, operations, and facilities.

# V. Enforcement

Any Staff found to have violated this policy may be subject to disciplinary action, up to and including termination.

# VI. Distribution

This policy is to be distributed to Executive Management and the IT Director.

**Policy History**

|  |  |  |  |
| --- | --- | --- | --- |
| Version | Date | Description | Approved By |
| 1.0 | 1/1/20XX | Initial policy release |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**References:**

COBIT EDM01.01, EDM01.03, EDM02.03, EDM03.02, EDM03.07, APO01.03, MEA03.01

GDPR Article 24, 28, 37

HIPAA 64.308(a)(2), 164.308(b)(4), 164.314(a)(2)(i)

ISO 27001:2013 5, 9, A.5

NIST SP 800-37 3.1, 3.7

NIST SP 800-53 All XX-1 controls, PM-24, SI-5

NIST Cybersecurity Framework ID.GV-1-4, DE.CM-1-6, DE.DP-2

PCI A3.1.2, A3.2.2, A3.3.3