

APPOINTMENT OF ISMS MANAGEMENT REPRESENTATIVE

The Top Management hereby appoints:

(Name)

(Designation)

as the Information Security Management System (ISMS) Management Representative (MR) and assigns him/her the authority and responsibility for overseeing and ensuring the effectiveness of the ISMS by:

1. Ensuring that ISMS requirements are established, implemented and maintained in accordance with the ISO/IEC 27001 Standard;
2. Ensuring the information security policies and objectives are implemented, monitored and measured;
3. Ensuring employee awareness, understanding and compliance with relevant policies, processes and controls;
4. Interacting with external agencies like regulatory authorities, certification body and other interested parties with respect to ISMS;
5. Managing the documented information related to ISMS;
6. Ensuring that internal audits and relevant compliance checks are happening as per the defined interval; and
7. Reporting on the performance of the ISMS to top management, and as a basis for improvement, arrange and facilitate management review meetings.

Appointed by:

Acknowledged by:
