

ISO/IEC 27001:2013 Information security management systems

- *Documented information* -



Size of ISMS documentation depends on:

- size,
- activities,
- complexity of processes,
- products and services,
- competence of personnel.



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Mandatory documents for the ISMS:

- the scope of the ISMS;
- information security policy and lower level policies;
- information security risk assessment and risk treatment;
- information security objectives;
- Statement of Applicability
- documented information on the results of monitoring and measuring performance and effectiveness of the ISMS;
- internal audit, management reviews, nonconformities and corrective actions

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Creating and updating

- Identification and description (name, reference number, date, author)
- Format and media.



ISMS documents have to be reviewed and approved.

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Controls for documented information refer to:

- making documents available in suitable format when needed;
- protect documented information from loss of confidentiality, improper use, loss of integrity;
- control the versions and ensure that only current versions are in use and obsolete documents are withdrawn;
- access controls;
- retention periods (and format).