System Development Life Cycle Policy

SnowBe Corporation

Version 1.0

Date: March 26, 2025

Contents

1 Purpose

The purpose of this policy is to establish standard procedures for the development and management of systems at SnowBe, ensuring that security and risk management are integral to the system development life cycle.

2 Scope

This policy applies to all employees, contractors, and third-party service providers involved in the development, acquisition, maintenance, or management of systems used within SnowBe.

3 Definitions

- **System Development Life Cycle (SDLC):** A structured process that outlines the steps involved in developing, deploying, and maintaining systems within an organization.
- **Risk Assessment:** The process of identifying, evaluating, and prioritizing risks associated with potential threats to system security.

4 Roles & Responsibilities

- **Project Managers:** Oversee the SDLC process and ensure adherence to this policy.
- **Developers:** Responsible for building systems according to the project's specifications and conducting security testing.
- **Quality Assurance Team:** Conduct thorough testing, including security assessments, to ensure system integrity.
- **Chief Information Security Officer (CISO):** Approves any deviations from this policy and ensures compliance with security standards.

5 Policy

All systems developed, maintained, or acquired by SnowBe must adhere to the following SDLC phases:

1. **Planning:** Identify business requirements and assess risks.
2. **Analysis:** Gather detailed requirements and define security needs.
3. **Design:** Create system architecture, integrating security features.
4. **Development:** Build the system, focusing on security testing.
5. **Testing:** Perform thorough testing and vulnerability assessments.

6 Exceptions/Exemptions

Any deviations from this policy must be approved by the Chief Information Security Officer (CISO). Requests for exceptions or exemptions must be submitted in writing, detailing the rationale and proposed alternative controls.

7 Enforcement

Non-compliance with this policy may result in disciplinary action, up to and including termination of employment or contract, and potential legal consequences, depending on the severity of the violation.

8 Version History

Version	Date	Author	Description
1.0	March 26, 2025	SnowBe Policy Team	Initial policy draft

Table 1: Version History

9 Citations

No external citations are referenced in this version of the policy. Future updates may include relevant standards or frameworks as applicable.