# Purpose

This purpose of this policy is to ensure that risks related to information assets are assessed and managed adequately.

# Scope

This policy is applicable to the risks related to information assets and business continuity in the Electronics Department.

# Definitions

In this document, information security related terms have been marked in *underlined* *italics*. For their definitions, refer to the standard *EE-ISMS-S001 Terms and Definitions*.

# Policy Statement

* 1. The risk management activities must comprise of risk assessment, risk treatment, risk monitoring and control, and risk reporting.
  2. Risk assessment must be performed whenever there is a security incident, audit finding, change in department responsibilities, or at least once every year.
  3. Risk levels must be evaluated based on their probability of occurrence and their impact on the department.
  4. Appropriate security controls must be implemented for treating the risks. The controls should include risk acceptance, risk reduction, and risk transfer.
  5. Results of risk assessment and audit findings must be reported to the Information Security Board.
  6. The Department Head is responsible for risk treatment especially for risk acceptance.
  7. Risks must be assessed using the Risk Assessment Procedure, EE-ISMS-W0401.

# Exceptions

# References

* 1. *NSCL Electronics Department ISMS Manual*, NSCL Document Server, Electronics Folder
  2. *P0501 Information Security Policy,* EE-ISMS-P0501*,* NSCL Document Server, Electronics Folder
  3. *W0401 Risk Assessment Procedure,* EE-ISMS-W0401*,* NSCL Document Server, Electronics Folder

# Revision History

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| Revision  Level | Date | Revision Changes |
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# Reviews

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| Reviewer | Review Date |
| Information Security Working Group |  |

**Approved**

**Department Head:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Approval Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Effective Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**