# Purpose

This policy requires the information security policy to be reviewed at planned intervals or whenever significant changes occur, to ensure the security policy’s continuing suitability, adequacy, and effectiveness.

# Scope

The Electronics Department Head is responsible for the implementation of this procedure.

# 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 Information Security Policy must be reviewed at least once a year. The review should include:
* Feedback from the stakeholders
* Results of independent reviews
* Status of preventive and corrective actions
* Results of previous management reviews
* Trends in threats and vulnerabilities
* Reported Information security incidents
* Recommendation from relevant authorities
  1. The outcome of the review should include:
* Improvements in managing the information security and its processes
* Improvements in security controls
* Improvement in allocation of resources and/or responsibilities
  1. A record of the review must be maintained.
  2. The revised information security policy must be approved by the *Information Security Board*.

# Exceptions

# References

* 1. *NSCL Electronics Department ISMS Manual*, NSCL Document Server, Electronics Folder
  2. *EE-ISMS-P0501 Information Security Policy,* NSCL Document Server, Electronics Folder

# Revision History

|  |  |  |
| --- | --- | --- |
| Revision  Level | Date | Revision Changes |
|  |  |  |

# Reviews

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

**Approved**

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

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