[Organization Name & Logo]

**Scope and Context Definition**

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| --- | --- | --- | --- | --- | --- |
| |  | | --- | | **Document Reference** |  |  | | --- | |  | | | **[Insert Reference]** | | --- |  |  | | --- | |  | |
| Version | [Insert Version Number] |
| Effective Date | [Insert Date] |
| Prepared By | [Insert Preparer’s Name/Title] |
| Reviewed By | [Insert Reviewer’s Name/Title] |
| Approved By | [Insert Approver’s Name/Title] |
| Confidentiality Level | [Confidential/Sensitive/etc.] |

**Document Control Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version History** | **Date** | **Author** | **Change Description** |
| Version 1.0 | [Insert Date] | [Author Name] | Initial Document |
| [Version #] | [Insert Date] | [Author Name] | [Description of Change] |

**Organization Information:**

|  |  |
| --- | --- |
| **Department** | **Contact Information** |
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## 1. Purpose

This document outlines the scope and context for the Information Security Management System (ISMS) within [Organization Name], in alignment with ISO 27001:2022. The goal is to establish the areas covered, boundaries, and objectives of the ISMS.

## 2. Scope Overview

The ISMS scope includes processes, locations, and assets that are critical to the organization's information security strategy. This definition ensures that security controls are applied where necessary and relevant to the business environment.

## 3. Coverage Areas

**3.1 Business Processes**

**Included Processes**:

* [Describe key processes covered, e.g., Data Management, Client Services, etc.]

**Excluded Processes**:

* [List of any processes that are excluded, e.g., non-core business activities]

**3.2 Locations**

**In-Scope Locations**:

* [Office/Branch locations involved in ISMS implementation]

**Out of Scope Locations**:

* [Any facilities not handling critical data or assets]

**3.3 Technology and Systems**

**Systems in Scope**:

* [Key software applications, IT infrastructure, cloud platforms]

**Excluded Systems**:

* [List systems or services not relevant to ISMS]

## 4. Internal and External Context

**4.1 Internal Context**

Describe the internal factors affecting the ISMS:

* **Organizational Structure**:  
  [Overview of departments, roles, and responsibilities within the ISMS]
* **Resources and Capabilities**:  
  [Availability of personnel, budget, and technology to support ISMS]

**4.2 External Context**

Outline the external motives for the ISMS:

* **Regulatory and Compliance Requirements**:  
  [Relevant industry standards, legal obligations, and regulations]
* **Market and Industry Factors**:  
  [Competitive landscape, customer expectations, threat environment]

## 5. Information Security Objectives

The ISMS aims to achieve the following high-level security objectives:

* **Objective 1**: Safeguard confidential information from unauthorized access or disclosure.
* **Objective 2**: Ensure business continuity through proper risk management.
* **Objective 3**: Maintain compliance with relevant legal and regulatory standards.

[List the other organization specific objectives]

## 6. Stakeholders

* **Internal Stakeholders**:
  + [List key roles responsible for ISMS, e.g.IT Manager]
* **External Stakeholders**:
  + [List external parties, e.g., regulators, partners, suppliers]

## 7. Exclusions

The following areas are excluded from the ISMS scope due to [reason for exclusion]:

* [Name excluded assets or locations]
* [Exclusions]

## 8. Review and Maintenance

This scope will be reviewed on an annual basis or upon significant changes to the organization, processes, or regulations. The next review is scheduled for [Review Date].

**Prepared By:**

* [Name] :
* [Title] :
* [Date] :

**Approved By:**

* [Name] :
* [Title] :
* [Date] :