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**INFORMATION SECURITY POLICY**

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# Purpose, scope and users

The aim of this top-level Policy is to define the purpose, direction, principles and basic rules for information security management.

This Policy is applied to the entire Information Security Management System (ISMS), as defined in the ISMS Scope Document.

Users of this document are all employees of [organization name], as well as relevant external parties.

# Reference documents

* ISO/IEC 27001 standard, clauses 5.2, 5.3, 6.2, 7.4, and A.6.3
* ISMS Scope Document
* Risk Assessment and Risk Treatment Methodology
* Statement of Applicability
* List of Legal, Regulatory, Contractual and Other Requirements
* [other internal document]
* Data Breach Response and Notification Procedure

# Basic information security terminology

**Confidentiality** – characteristic of the information by which it is available only to authorized persons or systems.

**Integrity** – characteristic of the information by which it is changed only by authorized persons or systems in an allowed way.

**Availability** – characteristic of the information by which it can be accessed by authorized persons when it is needed.

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