

Network Protection for Design Professionals

Information Security Policy

Background:

An information security policy is a written statement designed to protect an organization's information assets against accidental or malicious disclosure, modification, or destruction. Information security management enables information to be shared while ensuring protection of that information.

How to implement appropriate controls:

Implement and enforce an information security policy with objectives of preserving the confidentiality, integrity and availability of the organization's information assets. The policy should address network access by employees, contractors or any other person with access to the company's network. Key elements of such policy include:

- Acceptable use policy for users
 - Intended and/or appropriate use
 - Password management
 - Guidelines for accessing unprotected programs or files
 - Disciplinary actions for unauthorized and/or unacceptable behaviors, such as:
 - Breaking into accounts
 - Cracking passwords
 - Disrupting service
 - Electing weak passwords
- Policy statement for Privileged (Administrative) Users – Guidelines should be more robust for these users, covering additional areas, such as:
 - Authority and conditions for monitoring user activity (e.g., e-mail, network traffic, other actions)
 - Causing service disruptions
 - Using vulnerability testing tools
 - Accessing protected programs or files
 - Disciplinary actions for unauthorized and/or unacceptable behaviors, such as:
 - Sharing/creating accounts
 - Cracking passwords

Further information on creating an information security policy:

SANS Security Policy Project - sample policy templates,

<http://www.sans.org/resources/policies/?portal=873ffb7dab1ed3ddc1c46037229e061e>

http://www.sans.org/reading_room/

<http://www.isalliance.org/>



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