

Information Security Policy 2021-2024

1. Introduction

Information is one of the council's most valuable assets and under principle 6 of the Data protection Act 2018 we must ensure that information is processed in a manner that ensures appropriate security of personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

Preserving the confidentiality, integrity and availability of the information in our care is essential to maintain our position as a respected and trusted organisation. Herefordshire Council holds structured and unstructured information electronically both on premise and hosted in cloud IT Systems and physically in paper records which must all be suitably protected.

2. Purpose

This policy confirms the council's commitment to the continuous improvement of Information Security and highlights the key areas and controls in place to effectively secure information in our care.

3. Scope

This policy applies to all staff, councillors, contractors, suppliers and partners. All employees have a role to play and a contribution to make to the safe and secure use of information and the technology used to manage it.

4. Definition

This policy is the minimum standard which should be applied whenever employee's access council facilities and equipment; in addition, local procedures, standards and work accompany this policy. For the purposes of this policy 'employee' includes Full time and temporary staff, councillors, contractors, partners and suppliers.

5. Responsibilities and Commitment

The council's Management Board and Information Governance Steering Group are committed to ensuring that all aspects of information security are complied with to fulfil its statutory functions with this information security policy established so that:

- The requirements and activity outlined in this document form part of the mitigation to reduce risk to data security
- Highlights the key areas to effectively secure information

Best Practices Information Security Policy Manual

John R. Vacca



Best Practices Information Security Policy Manual:

A Laboratory Quality Handbook of Best Practices Donald C. Singer, 2001-09-25 Based on the work of a collection of experts from the laboratory science and quality assurance fields *A Laboratory Quality Handbook of Best Practices and Relevant Regulations* provides all of the information needed to run a successful laboratory that is in compliance with all regulations From sample tracking to accurate documentation training to methods validation maintenance to calibration and out of spec responses to preparation for audits a combination of people instrumentation and documentation must work in sync for high quality results This handbook provides information that will help a laboratory achieve high quality results and compliance Contents Quality Assurance in the Laboratory History of Regulation Training in the Laboratory Laboratory Documentation and Data Sample Control and LIM Systems Methods Validation *Information Security* Detmar W. Straub, Seymour E. Goodman, Richard Baskerville, 2008 This volume in the *Advances in Management Information Systems* series covers the managerial landscape of information security **Information Security and Optimization** Rohit Tanwar, Tanupriya Choudhury, Mazdak Zamani, Sunil Gupta, 2020-11-18 *Information Security and Optimization* maintains a practical perspective while offering theoretical explanations The book explores concepts that are essential for academics as well as organizations It discusses aspects of techniques and tools definitions usage and analysis that are invaluable for scholars ranging from those just beginning in the field to established experts What are the policy standards What are vulnerabilities and how can one patch them How can data be transmitted securely How can data in the cloud or cryptocurrency in the blockchain be secured How can algorithms be optimized These are some of the possible queries that are answered here effectively using examples from real life and case studies Features A wide range of case studies and examples derived from real life scenarios that map theoretical explanations with real incidents Descriptions of security tools related to digital forensics with their unique features and the working steps for acquiring hands on experience Novel contributions in designing organization security policies and lightweight cryptography Presentation of real world use of blockchain technology and biometrics in cryptocurrency and personalized authentication systems Discussion and analysis of security in the cloud that is important because of extensive use of cloud services to meet organizational and research demands such as data storage and computing requirements *Information Security and Optimization* is equally helpful for undergraduate and postgraduate students as well as for researchers working in the domain It can be recommended as a reference or textbook for courses related to cybersecurity *Information Security Program Guide* I. T. Security Risk Manager, 2019-01-28 Your Information Security Policies and Procedures drive the security practices of your organizations critical business functions These procedures will assist you in developing the best fitting security practices as it aligns to your organizations business operations across the enterprise Comprehensive Documentation Information Security Policy Departmental Information Security Procedures IT Standard Configuration Guidelines The Information Security Policy

defines the boundaries for your organization and should have board level approval These policies define how your organization wants to govern the business operations For any policy the organization does not meet today a corrective action plan should be developed defining milestones and completion time frames Departmental Procedures map to the organizations Information Security Policy and define what that means within the standard business operations for the departments Business Units covering your enterprise If a policy can not be met due to business requirements document the exception and request approval if needed Developing the IT Standard Configuration Guidelines document will set the baseline requirements for any new and existing assets solutions it infrastructure used by your organization These configuration guidelines are broken into 5 categories and assist you in setting best practice guidelines for your organization
Application Database Desktop Network Server **Computer and Information Security Handbook** John R.

Vacca, 2009-05-04 Presents information on how to analyze risks to your networks and the steps needed to select and deploy the appropriate countermeasures to reduce your exposure to physical and network threats Also imparts the skills and knowledge needed to identify and counter some fundamental security risks and requirements including Internet security threats and measures audit trails IP sniffing spoofing etc and how to implement security policies and procedures In addition this book covers security and network design with respect to particular vulnerabilities and threats It also covers risk assessment and mitigation and auditing and testing of security systems as well as application standards and technologies required to build secure VPNs configure client software and server operating systems IPsec enabled routers firewalls and SSL clients This comprehensive book will provide essential knowledge and skills needed to select design and deploy a public key infrastructure PKI to secure existing and future applications Chapters contributed by leaders in the field cover theory and practice of computer security technology allowing the reader to develop a new level of technical expertise Comprehensive and up to date coverage of security issues facilitates learning and allows the reader to remain current and fully informed from multiple viewpoints Presents methods of analysis and problem solving techniques enhancing the reader's grasp of the material and ability to implement practical solutions *Cyber Security in Parallel and Distributed Computing*
Dac-Nhuong Le, Raghvendra Kumar, Brojo Kishore Mishra, Jyotir Moy Chatterjee, Manju Khari, 2019-03-20 The book contains several new concepts techniques applications and case studies for cyber securities in parallel and distributed computing The main objective of this book is to explore the concept of cybersecurity in parallel and distributed computing along with recent research developments in the field Also included are various real time offline applications and case studies in the fields of engineering and computer science and the modern tools and technologies used Information concerning various topics relating to cybersecurity technologies is organized within the sixteen chapters of this book Some of the important topics covered include Research and solutions for the problem of hidden image detection Security aspects of data mining and possible solution techniques A comparative analysis of various methods used in e commerce security and how to perform

secure payment transactions in an efficient manner Blockchain technology and how it is crucial to the security industry Security for the Internet of Things Security issues and challenges in distributed computing security such as heterogeneous computing cloud computing fog computing etc Demonstrates the administration task issue in unified cloud situations as a multi target enhancement issue in light of security Explores the concepts of cybercrime and cybersecurity and presents the statistical impact it is having on organizations Security policies and mechanisms various categories of attacks e g denial of service global security architecture along with distribution of security mechanisms Security issues in the healthcare sector with existing solutions and emerging threats **Family Handbook** Iowa State University Parents Association,2010

Information Security Policies, Procedures, and Standards Thomas R. Peltier,2016-04-19 By definition information security exists to protect your organization s valuable information resources But too often information security efforts are viewed as thwarting business objectives An effective information security program preserves your information assets and helps you meet business objectives Information Security Policies Procedure **A Blueprint for Implementing Best Practice**

Procedures in a Digital Forensic Laboratory David Lilburn Watson,Andrew Jones,2023-11-09 Digital Forensic Processing and Procedures Meeting the Requirements of ISO 17020 ISO 17025 ISO 27001 and Best Practice Requirements Second Edition provides a one stop shop for a set of procedures that meet international best practices and standards for handling digital evidence during its complete lifecycle The book includes procedures forms and software providing anyone who handles digital evidence with a guide to proper procedures throughout chain of custody from incident response straight through to analysis in the lab This book addresses the whole lifecycle of digital evidence Provides a step by step guide on designing building and using a digital forensic lab Addresses all recent developments in the field Includes international standards and best practices **The IT Regulatory and Standards Compliance Handbook** Craig S. Wright,2008-07-25

The IT Regulatory and Standards Compliance Handbook provides comprehensive methodology enabling the staff charged with an IT security audit to create a sound framework allowing them to meet the challenges of compliance in a way that aligns with both business and technical needs This roadmap provides a way of interpreting complex often confusing compliance requirements within the larger scope of an organization s overall needs The ultimate guide to making an effective security policy and controls that enable monitoring and testing against them The most comprehensive IT compliance template available giving detailed information on testing all your IT security policy and governance requirements A guide to meeting the minimum standard whether you are planning to meet ISO 27001 PCI DSS HIPPA FISCAM COBIT or any other IT compliance requirement Both technical staff responsible for securing and auditing information systems and auditors who desire to demonstrate their technical expertise will gain the knowledge skills and abilities to apply basic risk analysis techniques and to conduct a technical audit of essential information systems from this book This technically based practical guide to information systems audit and assessment will show how the process can be used to meet myriad compliance issues

(ISC)2 CISSP Certified Information Systems Security Professional Official Study Guide Mike Chapple, James Michael Stewart, Darril Gibson, 2018-05-08 NOTE The CISSP objectives this book covered were issued in 2018 For coverage of the most recent CISSP objectives effective in April 2021 please look for the latest edition of this guide ISC 2 CISSP Certified Information Systems Security Professional Official Study Guide 9th Edition ISBN 9781119786238 CISSP ISC 2 Certified Information Systems Security Professional Official Study Guide 8th Edition has been completely updated for the latest 2018 CISSP Body of Knowledge This bestselling Sybex study guide covers 100% of all exam objectives You ll prepare for the exam smarter and faster with Sybex thanks to expert content real world examples advice on passing each section of the exam access to the Sybex online interactive learning environment and much more Reinforce what you ve learned with key topic exam essentials and chapter review questions Along with the book you also get access to Sybex s superior online interactive learning environment that includes Six unique 150 question practice exams to help you identify where you need to study more Get more than 90 percent of the answers correct and you re ready to take the certification exam More than 700 Electronic Flashcards to reinforce your learning and give you last minute test prep before the exam A searchable glossary in PDF to give you instant access to the key terms you need to know for the exam Coverage of all of the exam topics in the book means you ll be ready for Security and Risk Management Asset Security Security Engineering Communication and Network Security Identity and Access Management Security Assessment and Testing Security Operations Software Development Security

Information Assurance Handbook: Effective Computer Security and Risk Management Strategies Corey Schou, Steven Hernandez, 2014-09-12 Best practices for protecting critical data and systems Information Assurance Handbook Effective Computer Security and Risk Management Strategies discusses the tools and techniques required to prevent detect contain correct and recover from security breaches and other information assurance failures This practical resource explains how to integrate information assurance into your enterprise planning in a non technical manner It leads you through building an IT strategy and offers an organizational approach to identifying implementing and controlling information assurance initiatives for small businesses and global enterprises alike Common threats and vulnerabilities are described and applicable controls based on risk profiles are provided Practical information assurance application examples are presented for select industries including healthcare retail and industrial control systems Chapter ending critical thinking exercises reinforce the material covered An extensive list of scholarly works and international government standards is also provided in this detailed guide Comprehensive coverage includes Basic information assurance principles and concepts Information assurance management system Current practices regulations and plans Impact of organizational structure Asset management Risk management and mitigation Human resource assurance Advantages of certification accreditation and assurance Information assurance in system development and acquisition Physical and environmental security controls Information assurance awareness training and education Access control Information security monitoring tools and methods

Information assurance measurements and metrics Incident handling and computer forensics Business continuity management Backup and restoration Cloud computing and outsourcing strategies Information assurance big data concerns

Information System Security Guidelines for the United Nations Organizations United Nations. Advisory Committee for the Co-ordination of Information Systems,1992 *CISA Review Manual 2004* ISACA,2004 **Network Security: A**

Beginner's Guide, Second Edition Eric Maiwald,2003-05-29 There is no sorcery to implementing proper information security and the concepts that are included in this fully updated second edition are not rocket science Build a concrete foundation in network security by using this hands on guide Examine the threats and vulnerabilities of your organization and manage them appropriately Includes new chapters on firewalls wireless security and desktop protection Plus plenty of up to date information on biometrics Windows NET Server state laws the U S Patriot Act and more *Computer & It Policies and Procedures Manual* Inc Bizmanualz,2014-01-01 Computer IT Policies and Procedures Easily Create Your IT Policy Manual to Manage IT Security IT Assets and Software Development Procedures Template This manual can help you gain control and reduce the complexity of your organization s computer information technology systems and infrastructure Thoroughly researched and reviewed by industry experts these pre written policies and procedures are based on industry best practices and standards such as COBIT and ISO 17799 Standard policies and procedures to guide IT activities in your organization can reduce cost and improve performance by enhancing consistency establishing clear criteria for hardware and software and through conducting regular vendor evaluations You could spend hundreds or even thousands of hours researching and writing IT procedures for your organization but it has already been done for you Designed for busy professionals like IT and Network Managers CIOs System Engineers and Business Owners the Computer IT Policies and Procedures Manual covers key areas such as security policy asset classification and control physical and environmental security communication and operations management access control systems and software development and maintenance business continuity management and compliance This new edition also includes updated and complete job descriptions for every job referenced in the text Computer IT Policies and Procedures Manual can save you hundreds of hours in researching compiling and writing policies and procedures for financial compliance There is no need to start from scratch It has already been done for you *Wiley Pathways Network Security Fundamentals* Eric Cole,Ronald L. Krutz,James Conley,Brian Reisman,Mitch Ruebush,Dieter Gollmann,2012-04-13 This text provides an overview of all the key security topics including physical security cryptography authentication access control remote access and wireless security securing servers viruses intrusion detection disaster recovery and management principles needed for setting up and maintaining network security *Security Planning and Disaster Recovery* Eric Maiwald,William Sieglein,2002-05-28 Proactively implement a successful security and disaster recovery plan before a security breach occurs Including hands on security checklists design maps and sample plans this expert resource is crucial for keeping your network safe from any outside intrusions **Information Assurance for the**

Enterprise: A Roadmap to Information Security Corey Schou, Daniel Shoemaker, 2006-09-13 Going beyond the technical coverage of computer and systems security measures Information Assurance for the Enterprise provides readers an overarching model for information assurance for businesses government agencies and other enterprises needing to establish a comprehensive plan All the components of security and how they relate are featured and readers will also be shown how an effective security policy can be developed Topics like asset identification human factors compliance with regulations personnel security risk assessment and ethical considerations are covered as well as computer and network security tools and methods This is one of the only texts on the market that provides an up to date look at the whole range of security and IA topics In post 9 11 times managers and IT professionals need to address a wide range of security related issues and develop security systems that take all these diverse factors into account As someone who has worked extensively with the U S State Department and other governmental agencies Corey Schou is uniquely positioned to write the definitive book on the subject and Daniel Shoemaker is a professor and consultant to the Department of Homeland Security in matters of Information Assurance policy Handbook of Information Security, Information Warfare, Social, Legal, and International Issues and Security Foundations Hossein Bidgoli, 2006 The Handbook of Information Security is a definitive 3 volume handbook that offers coverage of both established and cutting edge theories and developments on information and computer security The text contains 180 articles from over 200 leading experts providing the benchmark resource for information security network security information privacy and information warfare

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