

Information Security Policy Statement

Objective

The objective of the BDAU SE Information Security Management System (ISMS) is to ensure ongoing business continuity and reduction of risk of security incidents within the BDAU SE.

Notes

¹ Information takes many forms and includes all assets physical and digital as recorded on the BDAU SE Asset Registry.

²The protection of information from unauthorised disclosure or service interruption.

³Safeguarding the accuracy and completeness of information by protecting against unauthorised modification.

⁴This applies to record keeping and most controls will already be in place; it includes the requirements of legislation such as the Data Protection Act (DPA).

⁵To ensure that information and vital services are available to users when they need them.

Policy

- The purpose of the policy is to protect BDAU SE information assets¹ against all internal and external threats either deliberate or accidental.
- The scope of the ISMS policy will apply to: “The acquisition, handling, processing, storage and communication of information within the BDAU SE, in accordance with statement of applicability version 1.”
- The ISMS policy ensures that:
 - Information will be protected against unauthorised access.
 - Confidentiality of information is assured.²
 - Integrity of information is maintained.³
 - Regulatory and legislative requirements will be met.⁴
 - Business Continuity plans will be produced, maintained and tested.⁵
 - Availability of information for business processes will be maintained
 - Information security training will be made available to all employees and users
 - All actual or suspected security incidents will be reported and investigated
 - Information security (IS) objectives will be created, managed and reviewed periodically
- Operational procedures will be created which support this policy
- There is commitment from both the BDAU and its parent organisation to improve this ISMS policy continuously through the use of IS objectives and the BDAU Data Strategy
- Resources for the implementation and management of this policy will be made available
- All BDAU SE staff and users are responsible for ensuring quality and compliance to the ISMS

This policy is approved by the Director of Operations for the Centre for Health Policy which is the parent organisation of the BDAU. Responsibility for the management of the ISMS is hereby granted to the Information Security Manager (ISM) of the BDAU SE (which is currently the Director of the BDAU). Updates on the ISMS will be made available in management meetings a minimum of once a year.

Signed: _____
Title: **Director of Operations for the Centre for Health Policy**
Date: 13/03/2017
