

# Mobile Device Security Policy Template

Document Version: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Department/Responsible Party: \_\_\_\_\_

## 1. Purpose

Define the purpose of this policy. Example:

"To establish the minimum requirements and responsibilities for the security of mobile devices accessing organizational data or networks."

## 2. Scope

Specify to whom or what the policy applies. Example:

"This policy applies to all employees, contractors, and third parties using mobile devices that connect to company resources."

## 3. Definitions

- **Mobile Device:** \_\_\_\_\_
- **Authorized User:** \_\_\_\_\_
- **Confidential Data:** \_\_\_\_\_

## 4. Policy

### 4.1 Acceptable Use

- \_\_\_\_\_
- \_\_\_\_\_

### 4.2 Device Security Requirements

- \_\_\_\_\_
- \_\_\_\_\_

### 4.3 Data Protection

- \_\_\_\_\_
- \_\_\_\_\_

### 4.4 Lost or Stolen Devices

- \_\_\_\_\_
- \_\_\_\_\_

### 4.5 Enforcement

- \_\_\_\_\_
- \_\_\_\_\_

5. Roles and Responsibilities

Role	Responsibility
Employee	_____
IT Department	_____
Management	_____

6. Policy Review and Maintenance

\_\_\_\_\_

7. Acknowledgment

\_\_\_\_\_  
Employee Name & Signature

\_\_\_\_\_  
Date