Information Security Policy Draft Form

Organization Name

Policy Title

Information Security Policy

Date

1. Purpose

Describe the purpose of the Information Security Policy.

2. Scope

Define the scope of the policy, including departments, systems, and personnel covered.

3. Policy Statement

State the organization's information security objectives and commitments.

4. Roles and Responsibilities

List roles and responsibilities related to information security.

5. Security Controls

Outline the security controls, such as access control, data protection, incident response, etc.

6. Compliance

Describe compliance requirements, standards, and legal/regulatory obligations.

7. Review and Revision

Explain review frequency and process for updating the policy.

Prepared By

Approved By