



Make IT Effective

Information Security Document: Information Security Policy

Version 1.6

Public



Cert No. 15239
ISO 27001

1. DOCUMENTATION INFORMATION AND CONTROL

VERSION HISTORY

Version	Date	Detail	Author
1.0	12/12/2016	Document Created	Kevin Prone
1.1	16/12/2016	Document Updated	Kevin Prone
1.2	29/03/2018	Format Updated and Version Control implemented	Heath Roberts
1.3	11/02/2019	Updated Branding Only	Mani Sarwar
1.4	01/04/2021	Reviewed, no changes required	Mani Sarwar
1.5	05/07/2022	Reviewed, no change	Mani Sarwar
1.6	15/07/2022	Updated Branding Only	James Walker

ISO CONTROL

This document has been prepared using the following ISO27001:2013 standard controls as reference:

ISO Control	Description
A.5.1.1	Policies for Information Security
A.5.1.2	Review of the Policies for Information Security
A.6.1.1	Information Security Roles & Information Security
A.18.1.1	Identification of applicable legislation and contractual requirements

DOCUMENT OWNER

Name & Job Title
Heath Roberts

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3. INFORMATION SECURITY POLICY

Senior managers of Axess Systems have endorsed the adoption of an Information Security Management System (ISMS) that is compliant with ISO27001:2013.

The purpose of this system is to secure sensitive information belonging to our organisation or entrusted to us by other organisations, together with the facilities used to process and access this information and thus ensure we deliver our cloud integration services in a secure manner for both Axess Systems and our customers.

Consistent with the requirements of the above standard, we have:

- Conducted risk assessments in respect of Information Security (IS) within our organisation. Where inadequately mitigated risks have been identified by the criteria we have defined, we have implemented a plan to treat them. Where residual risks remain, we accept them and will review them when appropriate.
- Identified the interested parties and the external and internal issues that relate to them.
- Identified relevant legislation, regulations and contractual requirements and incorporated them into our working policies and procedures. All employees have been advised of their responsibilities in respect of these requirements as well as their responsibilities in support of securing information within the organisation. We have a formal disciplinary process and employees are advised of the consequences of their failure to comply with these responsibilities.
- Established a process for measuring the performance of our ISMS and the continual improvement of our ISMS and related processes and controls.

- Taken steps to ensure as best we can that our trading partners discharge their responsibilities in respect of securing any sensitive information that we entrust to them or which they may encounter.
- Entered into dialogue with other outside organisations and authorities where this would assist us to manage IS. This policy document, and other requirements of our ISMS, has been communicated to others where appropriate.
- Incorporated processes and procedures in order to assess and review the effectiveness of the ISMS and thus to continually improve it.
- Established a programme of independent review of the ISMS.

This document forms part of the Axess Systems Ltd.'s ISMS Policy and as such, must be fully complied with.



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01773 882602

www.AxessSystems.co.uk

Axess Systems Ltd.

Axess House · New Winnings Court · Denby Hall Business Park · Denby · Derbyshire · DE5 8LE