



IT Policy System

Lite Version

Kaon Security specialise in the human factors side of information security. The organisation has a strong track record of providing discrete and confidential services to a range of local government, central government and commercial enterprises in Australia and New Zealand. In our history we have worked to develop long term relationships with our clients and built a level of trust that is key to ensuring they keep their systems, data and people secure.

The company is acknowledged for its regional leadership in helping organisations improve their security posture. A typical engagement entails developing a strategic and holistic view of information governance and IT security leading to programmatic improvement. Tactical advice is also readily on hand as the dynamic nature of technology means a “set and forget” approach to IT security has limited effectiveness. No organisation or individual is immune to cyber threats, however Cybersecurity, if viewed strategically and delivered programmatically, can be a very cost effective business enabler.

Information technology is an integral part of all enterprise operations so our consultants are well versed in communicating in the right terms to people at all levels within an organisation on topics including risk, assurance, governance and IT operations.

Today organisations rely heavily on their electronic environment for the day-to-day processing and management of business. Issues of information management, confidentiality, competitive edge and profitability are intrinsically linked. In terms of security, unfortunately information in the electronic world has not yet received the same level of respect as the paper document achieved in its time.

The first step towards creating a secure electronic environment is to define the rules and guidelines for managing, operating and using corporate information systems. This step is critical and involves developing policies and procedures that document the management and control of the electronic information.

To be successful, information systems security policies must be based on common sense. Staff, contractors and third parties need to be required to understand their obligations associated with the use of a company's information.

As ANZ consulting partners for Protocol Policy Systems, Kaon SecurITy work with their generic set of IT security policies and procedures which are then uniquely tailored to match your organisation's environment, to ensure the policy matches what you do.

The policies are provided in a user-friendly, web format that is hosted from our cloud environment. Text, graphics and formatting within the Protocol Policy System are customised during the build process to suit the culture of the business.

The Policy Lite Version

The Lite version of the Protocol Policy System is designed for small organisations and delivers the key policies IT users need to know, covering all aspects of information system usage. All policies have drop down explanations, links to relevant standards (ISO & PCI) and, where applicable, cross reference to statements in other associated policies.

The Policy Lite version is provided to customers on a monthly or annual subscription basis.

What The Policies Do

- Help protect the assets of a business
- Provide an organisations' computer security framework
- Provide a uniform level of control and guidelines for management
- Communicate security messages in a format that is easily available and understood
- Advise staff about their responsibilities to the policies
- Endorse commitment of the CEO and senior management in protecting valuable information assets.

How The Policies Are Organised

The policies are set out in a logical and easy to find format, providing staff access to well written content that relates to them without needing to read unnecessary technical jargon.

This ensures everyone who uses the computer systems, communications systems or networks that make up the electronic environment are familiar with the user policies and their obligations.

Obligations To Staff

Organisations are responsible for educating and training staff on how to use the computer systems correctly and for imposing the importance of security for handling corporate information which may be confidential or sensitive.

Managers often have little time or don't have the resources or skills to develop a comprehensive policy that documents onsite practices and helps achieve best practice. Kaon SecurITy help organisations achieve their IT policy objectives by developing a set guide to using specific electronic information systems, which all staff can have easy access to. Kaon SecurITy can also assist customers design and deliver a program to socialise the contents of the policy system to staff.

Staff Responsibilities

It's the responsibility of every staff member, temporary employee, contractor and third party user to ensure they read, understand and comply with policies when using organisational computer systems, electronic information, and networks. Having policies set in place eliminates misuse of systems.

Compliance With ISO 27002

ISO 27002 is the code of practice for Information Security in Australia, New Zealand and many other countries around the world and sets the criteria for achieving best practice security management. Adopting ISO 27002 provides evidence that security is taken seriously by management and stakeholders can have confidence that an organisation is acting responsibly to protect itself from the risk of a serious security breach.

Keeping Up To Date

Policy documentation, as part of an overall IT Security Framework is not static. It changes as the IT environment evolves, as new personnel bring new approaches, technology is updated or the organisation itself adapts culturally. In some organisations there is no one onsite that can be allocated the task of maintaining the content of the IT policies or introducing new ones – IT Departments don't have the resources and Human Resources don't have the knowledge. It is possible that IT policy documentation is neglected until it bears no resemblance to what actually occurs onsite and this situation may actually create security vulnerabilities. Having no policies at all is sometimes better than having policies that are inaccurate or outdated.

Our subscription service includes a Support and Maintenance Plan that provides:

- Fixes for anything that is not functioning correctly within the Policy System
- The ability to upgrade to the latest version of the Protocol Policy System when updates are released. This includes new policies or capabilities, at no cost.
- Phone support for assistance with any queries or issues regarding the functioning of the software.

KAON SecurITy

Your IT security services partner

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