

WOODCHESTER PARISH COUNCIL

INFORMATION SECURITY POLICY

Woodchester Parish Council considers the security of electronic information to be very important and ensures:

1. Information will be protected against unauthorised access and the confidentiality of information will be assured.
2. The integrity of information will be maintained.
3. Regulatory and legislative requirements will be met.
4. Any breach of the Information and Communications Technology (ICT) Security Policy (actual or suspected) will be reported to the Parish Clerk/Chairman for the appropriate action to be taken.
5. Any action taken against individual employees will be in accordance with the Council's disciplinary procedure.
6. A Disaster Recovery Plan will be maintained as per the Risk Assessment Policy.

Adopted by Woodchester Parish Council on 4th November 2010, item 11

Chairman.....

Clerk.....