

## ISO 27001 A6 Organisation of Security Information

Version	Updated By	Date	Change Description
1.0	JPH	01/06/2021	First Release

### Introduction

Montgomery and Coupers supplies “SOTERweb” a CAFM / Contractor and Supplier Facilities Management System as a platform for Organisations to Store, Manage and Monitor Organisation, Contractor, Contacts and Estate information and operational requirements and responsibilities.

### Purpose

This document sets the Organisation of Security Information to support the SOTERweb System.

### Applicability

This document applies to staff who are involved with developing, deployment, maintaining and testing of SOTERweb system

## A6 Organization of information security

### A6.1 Internal organization

#### A6.1.1 Information security roles and responsibilities

Hardware / Network / Infrastructure

EasySpace Ltd

Configuration / Virus Protection / Cloud Backup / SSL

T3 Network Solutions Ltd

SOTERweb Application / SQL Server / IIS

Montgomery and Coupers Ltd

#### A6.1.2 Segregation of duties

Hardware / Network / Infrastructure

EasySpace Ltd

Configuration / Virus Protection / Cloud Backup / SSL

T3 Network Solutions Ltd

SOTERweb Application / SQL Server / IIS

Montgomery and Coupers Ltd

#### A6.1.3 Contact with authorities

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#### A6.1.4 Contact with special interest groups

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### **A6.1.5 Information security in project management**

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## **A6.2 Mobile devices and teleworking**

### **A6.2.1 Mobile device policy**

Staff Using Mobile devices integrating with SOTERweb are to meet the following;

- Devices are to be Password Protected.

### **A6.2.2 Teleworking**

Staff Accessing SOTERweb from non company PC's or devices are to meet the following;

- Latest Version of the relevant operating system with latest updates / patches
- Password Protected access to the device.
- Up to date Virus Protection.
- User names and Passwords are not to be stored or saved on the device

Authorised Internet Browsers

- Microsoft Edge
- Google Chrome
- Firefox
- Safari

Authorised Software

- a) Microsoft Office
- b) Microsoft Visio
- c) Microsoft SQL Server
- d) Microsoft Teams
- e) Devexpress Report Writer (**SOTERweb** Managed)