Access Control Policy

Reference: CES DOC 3.1
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1. Organisation Name controls access to information on the basis of business and security requirements.

2. Access control rules and rights to devices and applications, expressed in standard user profiles, for each
"user/group of users"

are clearly stated, together with the business requirements met by the controls, in the Access Control Rules and Rights Procedure (CES DOC 3.2).

3. The security requirements of each business application are determined by
"a risk assessment"

that identifies all information related to the device or application, and the risks to that information.

4. Users must be authenticated with unique credentials before being granted access to the device or application. Where possible, two-factor authentication (2FA) is used in line with
"link to your 2FA procedure/work instructions."

5. The access rights to each device or application take into account:

a. The privacy requirements of information processed within that application and ensure that there is consistency between the privacy requirements and access control requirements across the
"systems and"

network(s).

b. Data protection and privacy legislation and
"any other?"

contractual commitments regarding access to data or services.

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c. The 'need to know' principle (i.e. access is granted at the minimum level necessary for the role).

d. 'Everything is generally forbidden unless expressly permitted'.

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6. Organisation Name has standard user access profiles for common roles in Organisation Name, see the Access Control Rules and Rights Procedure (CES DOC 3.2).

7. Users that have an administrative account must have a separate standard user account. The administrative account must only be used to perform administrative activities.

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Document owner and approval

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