INFORMED 365

CYBERSECURITY POLICY

1. Back Up Data

Informed 365's back up policy:

All data is backed up through AWS with point in time data recovery. Data retention is set at 7 days.

2. Devices and network

Key Aspects:

- Software Updates
- Security software
- Firewall
- Spam filters

3. Data Encryption

Data is encrypted in transit and at rest using strong encryption standards. Encryption is handled through OpenSSL to provide AES-256 and AES-128 encryption for data that is deemed sensitive in nature.

4. Two-Factor Authentication

Two factor authentication is available on all client applications and can be enabled as required.

5. Password Management

As per our "Password Policy"

6. Monitoring the Use of Computer Equipment and Systems

In accordance with our "Access Control Documentation".

7. Relevant Policies

Additional supporting policies:

- Access Control Documentation
- Anti Malware Policy
- BOYD Policy
- Cybersecurity Overview
- Data Breach and Incident Policy
- Data Deletion Policy
- Data Leakage Prevention Policy
- Data Processing Policy
- Data Security Classification Policy
- Data Wiping and Disposal Policy
- Email Policy
- Information Security Management Policy
- IT Security Training
- OWASP Compliance
- Password Policy
- Patch Management Policy
- Privacy Compliance Process
- Privacy Policy
- Security Strategy Policy
- Systems Hardening Policy

8. Team Member Training

- As per IT Security Training

9. Protect your customers

Key aspects:

- secure any personal customer information that Informed 365 stores
- Australian Privacy Principles

10. Specific ICT Insurance

As per our CoC.

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11. ACSC Subscription

Subscription to the Australian Cyber Security Centre's Alert Service for up-to-date information on cyber security issues and how to deal with them.

11. Australian Privacy Principles and Privacy Policy

In accordance with APP 1 – APP 13 and Informed 365's Privacy Policy.

Informed 365	**Cybersecurity Policy**	
Approved by:	Marc Greenstock, Director IT	**Issue Date:** September, 2012
Last review by: Tim Dorey, CIO March 2021		