



TREPOL 1700

Communications & Operations Management Policy

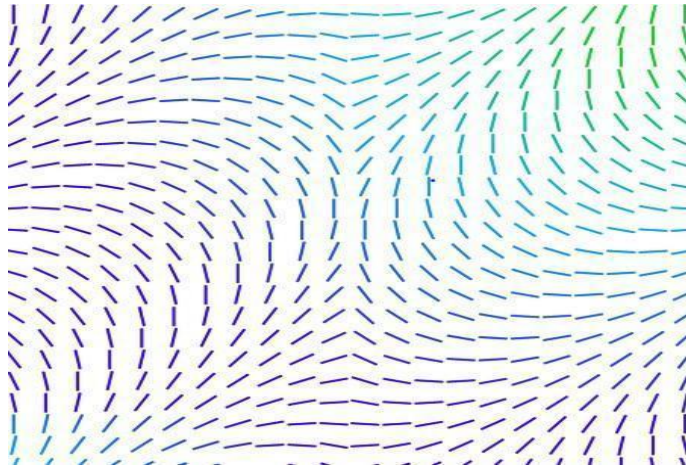


Table of Contents

1. Purpose	4
2. Scope	4
3. Target Audience	4
4. Roles and Responsibilities	4
5. Policy Statement & Compliance	5
5.1 Policy Statement	5
5.2 Compliance	5
5.3 Enforcement and Management	5
5.4 Monitoring and Review of Policy	5
5.5 Policy Approval	6
5.6 Exceptions	6
5.7 Document Location	6
6. Operational Maintenance Policy	6
6.1 Configuration Management	6
6.2 Configuration Baseline Management	6
6.3 Asset Management	6
6.4 Patch and Vulnerability Management	7
6.4.1 Application of Critical Security Patches	7
6.5 Software Versions	8
6.6 Configuration Change Management	8
6.7 New Technology Evaluation	8
6.8 Data Backups	8
6.9 Backup Media Encryption	8
6.10 Critical Application Logs	8
6.11 Time Synchronization	8
7. Network and Security Maintenance Policy	8
7.1 Encryption	9
7.2 Audit Log Management	9
7.3 Endpoint Security	9
7.4 Mobile Code	9
7.5 Network and Data Segmentation	9
7.6 External Network Interfaces	9
7.7 Internet Traffic Control	10
7.8 Network Central Point of Failure	10
7.9 Public Internet Servers	10
7.10 Network Connections with Outside Organizations	10
7.11 Wireless Network Security	10

7.12 Anti-Malware Tools	10
8. Domain Name Registration and Network Address Management Policy	11
8.1 Internet Domain Name Registration	11
8.2 Internal Network Addresses	11
9. Voice Communication Policy	11
10. Email Security Policy	11
10.1 Email Message Handling	11
10.2 Retention of Email Messages	11
10.3 Electronic Mail Encryption	11
10.4 Distribution Lists Email	12
10.5 Email Scanning	12
10.6 Email Distributions	12
11. Instant Messaging (IM) Policy	12
12. References	12
13. Definitions and Acronyms	12
14. Revision History	14
15. Approvals	15