

TREPOL 1900

Physical Security Policy

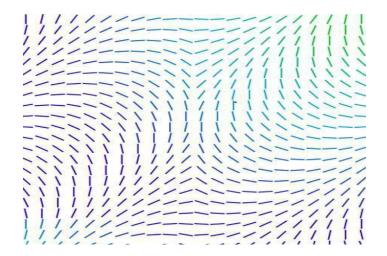


Table of Contents

1. Purpose	3
2. Scope	3
3. Target Audience	3
4. Roles and Responsibilities	3
5. Policy & Compliance	4
5.1 Policy Statement	4
5.2 Compliance	5
5.3 Enforcement and Management	5
5.4 Monitoring and Review of Policy	5
5.5 Policy Approval	5
5.6 Exceptions	5
5.7 Document Location	5
6. Physical Security Policy	5
6.1 Facility Security	6
6.1.1 Facility Physical Access Control	6
6.1.2 Access Control Methods	8
6.1.3 Surveillance and Monitoring	9
6.1.4 Facility Protection Controls	9
6.2 Physical Security for Company Data Centers and Other Controlled Areas	9
6.3 Work Area Security	9
6.3.1 Clean Desk Principles	10
6.4 Equipment Protection	10
6.4.1 End-User Equipment Protection	10
6.4.2 Protecting the Technical Infrastructure	10
6.4.3 Disposal of Equipment	11
7. References	11
8. Definitions and Acronyms	11
9. Revision History	12
10. Approvals	12