cloudtronics

Supplier Security (SUP) Policy

Version 1.0

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DOCUMENT CONTROL

This is a controlled document.

All changes must be authorised by the document owner and tracked below.

DOCUMENT OWNER

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DOCUMENT HISTORY

Version	Date	Summary of changes
0.1	7 February 2019	Robert Nathan – Initial version.
1.0	8 February 2019	Approved by Robert Nathan.

INTRODUCTION

OBJECTIVE

This objective of the *Supplier Security (SUP) Policy* is to ensure protection of the organisation's assets that is accessible by suppliers.

SCOPE

This policy applies organisation-wide including:

- information created or received by the company in hardcopy or electronic form
- systems (e.g. hardware & software) used to store, process or transmit company information
- people accessing company information (employees, contractors and external parties)
- physical assets used to protect company information
- suppliers that store, process or transmit company information on behalf of the company

GENERAL RESPONSIBILITIES

Role	General responsibilities
Executive	• Approve the Information Security Management Framework (ISMF) policy and monitor performance
ISGC	• Approve this and other policies, standards and procedures
Managers	• Apply policies and associated procedures on a risk-managed basis
All	• Conform with company policies such as this and associated procedures • Report suspected or actual deviations to management: (e.g. via security@cloudtronics.com.au)

Further specific responsibilities are assigned in each policy.

GLOSSARY OF TERMS

Refer to the glossary of terms as required.

STATEMENTS

The *Supplier Security (SUP) Policy* addresses the following topics:

- Approval to use suppliers
- Supplier assurance
- Supplier agreements
- Recording supplier information
- Supplier performance management

Other topics are addressed in complimentary policies, standards, guidelines and procedures.

APPROVAL TO USE SUPPLIERS

The *Executive*:

Ref	Statement	
SUP-1	Approves all use of suppliers prior to use based on an assessment of the opportunities and risks including security. Note: Any residual risk should be recorded on the information security risk register.	

SUPPLIER ASSURANCE

The *Executive*:

Ref	Statement	
SUP-2	Approves the use of suppliers only when an acceptable level of assurance has been provided by the supplier (commensurate to the risk). Note: Assurance can be obtained from a supplier based on independent certifications, demonstrable experience, contract/service terms and/or testing. Relevant certifications include ISO 27001 and Australian Signals Directorate Certified Cloud Services List (CCSL).	
SUP-3	Maintains assurance documentation associated with each supplier. Note: Assurance obtained from a supplier may include copies of relevant certifications, contract/service terms, audit reports and test reports. For ISO 27001 certification, this includes the Statement of Applicability which identifies which controls the service provider has implemented.	

SUPPLIER AGREEMENTS

The *Executive*:

Ref	Statement	
SUP-4	Where it is necessary and possible to enter into an agreement with an ICT supplier, particular for access to information with a rating of medium or high, the following will be considered for inclusion in agreements: • Information and intellectual property ownership • Information confidentiality • Critical service levels and reporting obligations including security • Relevant cyber and information security policy requirements • The need to report security issues to security@cloudtronics.com • Sub-contractor to comply with the relevant requirements Note: Suitable legal advice should be sought in relation to significant ICT contracts. Note: Refer to the System Acquisition and Development Policy for the requirements and examples related to security orientated service levels.	

RECORDING SUPPLIER INFORMATION

The *Executive*:

Ref	Statement	
SUP-5	Maintains a register of all suppliers, agreements and approvals.	

SUPPLER PERFORMANCE MANAGEMENT

The *Executive*:

Ref	Statement	
SUP-6	Assesses the performance of suppliers before signing contracts, after significant change or at least annually.	⏰