

TracePolicy

To effectively implement an Information Security Program, the organization must address vulnerabilities associated not only with its technology, but also with its people and processes. The “people” vulnerabilities are one of the largest risks associated with an Information Security Program, and also, one of the most overlooked areas. A 2006 study by the Computing Technology Industry Association indicated that human error was responsible for nearly 60% of data breaches, as opposed to hardware or software vulnerabilities.

Despite all the time, effort, and money invested in the acquisition, deployment and ongoing management of security technology, an organization must address the “people” risk. Organizations must therefore implement best practices that help prevent employees from engaging in behaviors that can compromise sensitive data.

These best practices include:

- Defining appropriate policies and procedures governing employee behavior in regards to information security
- Educating employees about the policies and procedures relevant to them
- Verifying their understanding of relevant policies and procedures
- Managing change over time – including changes in staff, changes in the IT environment, and changes in the nature of present threats

While TracePolicy was originally designed to facilitate an Information Security Program, the solution should be used by all organizational departments, including Human Resources, to efficiently manage all departmental policies.

This allows an organization to have a centralized policy management system for all organizational policies.

TraceSecurity has developed TracePolicy, a module of TSCM, to facilitate an organization’s Information Security Program by specifically addressing the “people” vulnerability issues.

Key Features and Benefits of TracePolicy include:

- **Ability to Develop Information Security Policies**
- **Templated questionnaires that facilitate the creation of policies to meet applicable regulations (with additional Best Practices templates as needed)**
- **Upload/Modify Existing Policies**
 - Upload all existing organizational policies for one centralized database
 - Modify existing policies and update employees on the current policy
- **Disseminate Policies**
 - Simplified policy distribution through email notification
 - Online employee policy review
 - Online policy acceptance
 - Ability to group employees to only receive policies that are applicable to the specific group
- **Centralized, online policy management and reporting accessible by authorized users anywhere & anytime**
 - Eliminates paper-based systems
 - Online policy database
 - Online employee policy acceptance database
 - Online policy approval
 - Track creation date
 - Acceptance reporting including date accepted
- **Automatic email alerts for employees that have not accepted policies**
- **Printable policies and reports**

TracePolicy can be used as a standalone solution or integrated with other TSCM modules. Summary dashboard reporting provides quick view of policy data to allow for immediate awareness of gaps in policy acceptance. In-depth reporting is available for managers, board of directors and auditors.