Purpose

The purpose of this policy is to describe Oakdale Electric Cooperative's commitment, and the commitment of its Board of Directors, to preserving the confidentiality, integrity, authenticity, and reliability of business-related information in the possession or control of the company and/or any of its employees, agents, contractors, subsidiaries, or affiliates, through the establishment of a comprehensive information security and physical security program.

Scope

This policy applies to board members, employees, contractors, consultants, volunteers, temporary and other workers at Oakdale Electric Cooperative, and all personnel affiliated with company subsidiaries or third parties. This policy applies to all equipment that is owned or leased by, or otherwise in the custody or control of, Oakdale Electric Cooperative.

This policy applies to the use of all information, electronic and computing devices, and network resources used by Oakdale Electric Cooperative to conduct business or interact with internal networks and business systems, whether owned or leased by, or otherwise in the custody or control of, Oakdale Electric Cooperative, the employee, a company subsidiary, or a third party.

Policy

Oakdale Electric Cooperative's board of directors and its management recognize the importance of managing information and physical security risk across all levels of the organization in a manner that aligns with organizational principles, goals, and business continuity and processes. Management will set the organization's risk tolerance and implement policies and procedures that effectuate the organization's information and physical security interests and align with its risk appetite. Accordingly, policies and procedures will be enacted that address the following:

1. Management of all user IDs and passwords on IT Assets;
2. Management of all access control lists on all IT Assets;
3. Management of all physical access to buildings;
4. Execution and review of all audit trails;
5. Incident response and reporting; and

6. All other tasks necessary to support this Policy.

Management may enact additional policies and procedures in its discretion in order to provide the appropriate level of protection to business-related information in the possession or control of the company and/or any of its employees, agents, contractors, subsidiaries, or affiliates. Status updates will be provided to the board of directors yearly.

Responsibility: General Manager

Procedure: To be reviewed annually per Board Policy 1.04 to determine if policy is reflecting current conditions.

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