

**Victorian Government
Information Security**

Inner Budget ISMF Compliance Summary Report <year> template

About this document

This is the standard template for the Inner Budget ISMF Compliance Summary Report.

DTF will collate agency contributions into a final combined statement.

Items in red italics provide guidance on how to complete the statement.

Details of the standard

Name and number: Victorian Government Information Security Management Policy (SEC POL 01), ISMF Standard (SEC STD 01), ISMF Guideline (SEC GUIDE 01) and Checklist and CII Risk Management (SEC STD 02)

Proposed date of effect: 01/10/2012

Objectives:

The updated policy, standard and guidelines reflects the adaptation by the Victorian Government of the Commonwealth Government information security management frameworks

The updated policy and standard establish a revised DSLG compliance and reporting arrangements

Scope: This standard applies to the 11 departments and four agencies: Victoria Police, VicRoads, State Revenue Office and Environment Protection Authority (Inner Budget), and CenITex.

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Owner:

Department of Treasury and Finance
Victorian Government

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Department of Treasury and Finance
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VG Security Report Template
IB ISMF Compliance Report
Classification: Unclassified; FOUO

Scope

The scope of this report covers the 15 Inner Budget (IB) departments and agencies, and CenITex (collectively referred to as 'IB agencies' hereafter).

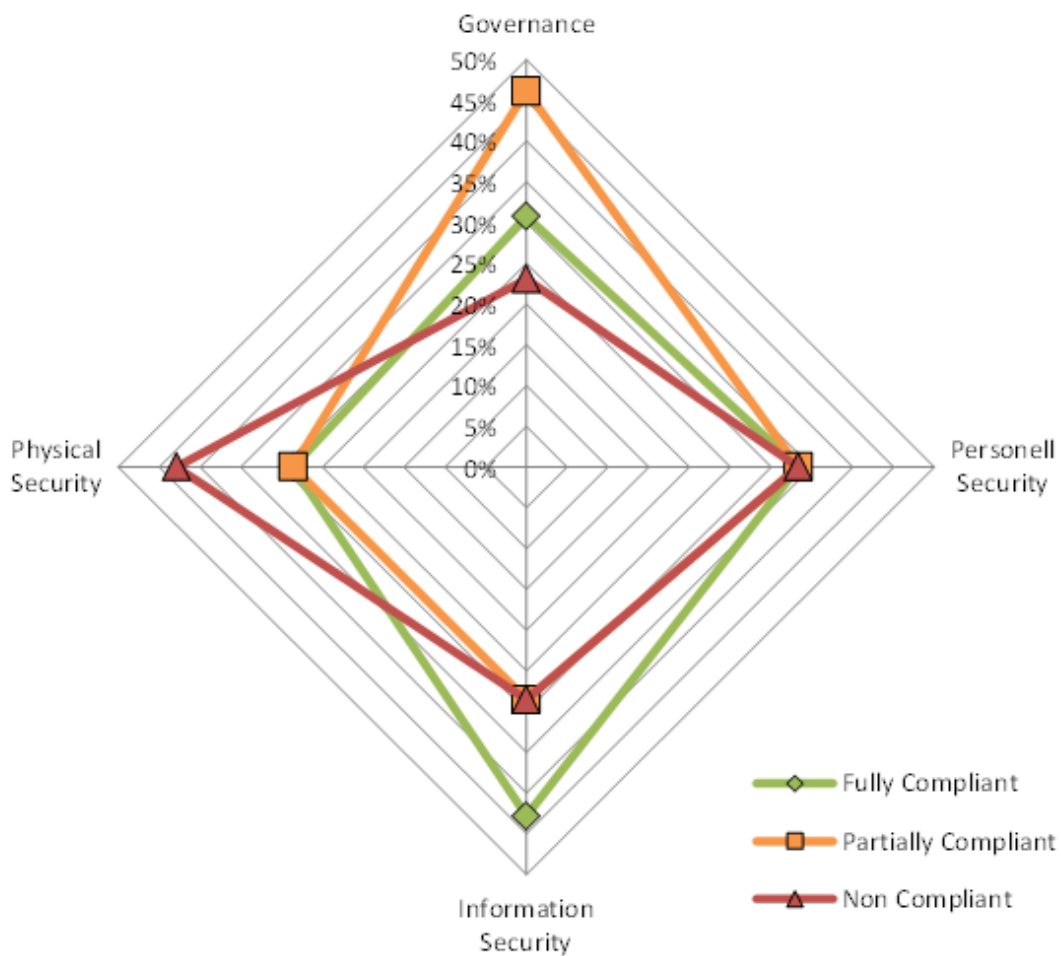
Purpose

This report summarises the current status of ISMF compliance for IB agencies.

Summary

The ISMF compliance profile for IB agencies is summarised in Figure 1. [<Copy from workbook>](#)

Figure 1: Overall Profile of IB ISMF Compliance



[<Provide a summary statement e.g.>](#) The overall ISMF compliance profile represents a significant risk to the Victorian Government. Compliance does not exceed 50% on any of the four PSPF dimensions.

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Major Issues of Concern

Specific areas for attention are highlighted by the percentages in red in Table 1 ([copy table from Excel work book](#)>

Table 1: Summary of Assessment

Domain	Mandatory Requirement	Short Description	Fully Compliant	Partially Compliant	Not Compliant	Project Cost 12/13	Project Cost 13/14
Developing a security culture	GOV-1	Security awareness training	38%	31%	31%		
	GOV-2	Security roles and appointments	31%	38%	31%		
	GOV-3	Security knowledge of appointments	0%	31%	69%	\$235,000	\$125,000
	GOV-4	Security plan	31%	38%	31%		
	GOV-5	Security policies and procedures	38%	31%	31%		
Security risk management	GOV-6	Risk management	6%	38%	56%	\$50,000	\$10,000
Audit reviews and reporting	GOV-7	Internal audit, non-compliance reporting	38%	31%	31%		
Security investigations	GOV-8	Investigator training, procedures, corrective actions	31%	38%	31%		
Legislation	GOV-9	Guidance to staff on legislative compliance	38%	31%	31%		
Inter-government security agreements	GOV-10	Adherence with security agreements with other jurisdictions	0%	38%	63%		
Business continuity management	GOV-11	Implementation of business continuity management	38%	31%	31%		
Contracting	GOV-12	Agency security requirements must be complied with by contractors	31%	38%	31%		
Fraud control	GOV-13	Compliance with fraud control guidelines	38%	31%	31%		
Personnel security	PERSEC 1	Need for, and eligibility to, access agency systems	31%	38%	31%		
	PERSEC 2	Positions which handle classified information	38%	31%	31%		
	PERSEC 3	Designated security assessment positions (DSAP) register	31%	38%	31%		
	PERSEC 4	Security clearances, agency sponsorship	38%	31%	31%		
	PERSEC 5	PSPF Personnel Security Protocol compliance	31%	38%	31%		
	PERSEC 6	Changes to personal circumstances which impact security clearances	38%	31%	31%		

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Domain	Mandatory Requirement	Short Description	Fully Compliant	Partially Compliant	Not Compliant	Project Cost 12/13	Project Cost 13/14
Information security	INFOSEC 1	Agency information security policy and planning	38%	31%	31%		
	INFOSEC 2	Information security framework and third party access	31%	38%	31%		
	INFOSEC 3	Information asset classification and control	0%	31%	69%		
	INFOSEC 4	Operational security management	31%	38%	31%		
	INFOSEC 5	Information access controls	38%	31%	31%		
	INFOSEC 6	Information system development and maintenance	31%	38%	31%		
	INFOSEC 7	Compliance	38%	31%	31%		
Physical security	PHYSEC 1	Agency physical security policy and planning	31%	38%	31%		
	PHYSEC 2	Protection of staff	0%	31%	69%		
	PHYSEC 3	Physical security of facilities	31%	38%	31%		
	PHYSEC 4	Occupational health and safety	38%	31%	31%		
	PHYSEC 5	Duty of care to third parties	31%	38%	31%		
	PHYSEC 6	Physical security of ICT equipment and information	38%	31%	31%		
	PHYSEC 7	Physical security in emergency and increased threat situations	31%	38%	31%		

The areas requiring attention are: <comments below are example content only>

- The security knowledge of many ASAs and ITSAs is inadequate for the roles they are being asked to play.
- The assessment of many agencies' ICT risks is inadequate.
- Many security agreements with the Commonwealth are not being complied with.
- Many information assets have not been security classified, and some of the related controls to protect classified information have not been implemented.
- The physical security of staff (including contractors) is inadequate in many cases.

<Add additional content based on comments in responses, and outcomes of analysis>

Recommendations

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<Provide recommended priorities for action in the coming financial year>

Toolkits

Name of corresponding documents

- Inner Budget ISMF Self-Assessment Compliance Summary Excel Worksheet **SEC TEMP 01-07a**

Superseded