

SECURITY POLICY

THE IMPLEMENTATION PLAN

INTRODUCTION

Fundamentals:

The Security Policy requires that the following fundamentals be present in order to embed the policy and procedures into the standard operating function of Salisbury NHS Foundation Trust

- An endorsement of the Policy
- Dissemination of the Policy to all staff levels
- The definition of roles and responsibilities within the Trust
- A framework for supporting appropriate standards, procedures and guidelines
- Regular review of the Policy

Frequency of Review

The Security Policy has been reviewed in line with changes and amendments to Trust procedures and NHS national standards. The frequency of review will be 3 years intervals.

IMPLEMENTATION PLAN

Task	Activity	Responsible	Start	End	Status
1	Policy Approval	Health and Safety Committee	27/03/17		Approved
2	Policy Ratification	OMB	27/06/17		Ratified
3	Uploaded to Intranet	Information Governance			
4	Notification to staff via Intranet Home Page Notice.	Information Governance			
5	Notification to all Staff Via Email Broadcast.	General Manager Facilities			
6	Notification to all Staff via Cascade Brief	General Manager Facilities			
7	Publication in Health News Weekly.	N/A	N/A	N/A	N/A
8	Screensaver	N/A	N/A	N/A	N/A
9	Audit compliance	Security Manager			
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