

## Information Security Policy

# Anti-Malware Policy

## 1. Purpose

This is an internal policy that defines how Aspire Federation protects its information assets from malware.

## 2. Responsibilities

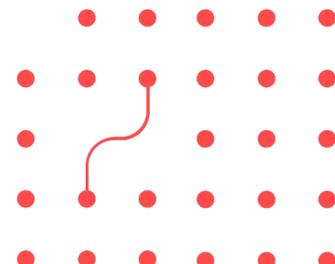
All users, inclusive of employees, subcontractors and suppliers with direct access to Aspire Federation's information technology systems are expected to comply with this policy.

Aspire Federation's Zulogic/ Cantium is responsible for providing support to Aspire Federation in complying with this policy including managing and maintaining the anti-malware software solutions.

Emma Hickling is responsible for ensuring that this policy is annually reviewed and that changes are made in the event of legislation change or compliance frameworks such as the Cyber Essentials scheme are updated.

## 3. Software Approval

Aspire Federation prohibits any form of software that hasn't been approved and formally documented on its Approved Software Register.



## 4. Anti-Malware Software

All information technology assets of Aspire Federation must have the organisation's designated anti-malware software installed where the software is compatible.

### Designated Anti-Malware Software

Aspire Federation has chosen smoothwall as its designated anti-malware software solution.

### Anti-Malware Software Configuration

Aspire Federation's anti-malware software will be configured to perform:

- On-access scanning of files and web pages
- On-access scanning of removable media
- Scheduled full system scans on a daily basis
- Daily definition database updates

### Home-based Staff and Bring-Your-Own-Device

Aspire Federation requires all personal devices used by staff to access its information assets to have at least the operating system's default anti-malware software to be enabled and preferably its designated anti-malware software installed.

### Anti-Malware Review

Aspire Federation's Zulogic/ Cantium is responsible for monitoring the installation and updating status of the anti-malware provision across the organisation.

<b>Approved by</b>	
<b>Date Approved</b>	
<b>Date of Next Review</b>	

