

Cryptography

Policy Intent and Objectives	The intent of this policy is to define requirements for maintaining confidentiality and integrity through cryptographic controls.
Policy Scope	This policy applies to all Paylock personnel, consultants, contractors, vendors, or any other personnel with access to Paylock resources.
Exceptions	Exceptions to this policy must be documented and approved following Paylock's Exception Procedures.
Enforcement	Violators of this policy are subject to immediate termination of access, and to disciplinary action, as deemed appropriate by Paylock's management. Violators may also be subject to local, state, or federal legal action, depending on the severity of the violation.
Owner	Paul Chiafullo
Approval Date	12/01/2021
Related Documents	ISO/IEC 27001/27002:2013 – A.10 Cryptography Standard Information Classification Policy Information Classification Standard Key Management Procedures

Policy Statements and Guidance	<ul style="list-style-type: none"> • A Cryptography Standard shall be developed that defines permitted encryption algorithms, key length, key lifetime, approved cryptography solutions, key protection measures, and roles and responsibilities for key generation and management. • Cryptographic keys shall be protected per the Information Classification Policy and the Information Classification Standard. • Data requiring encryption per legal, regulatory, contractual, or corporate requirements shall be encrypted using encryption methods approved by Information Security. • IT Management shall designate one or more members of the Information Security team responsible for all system activities regarding encryption. Employees responsible for encryption should review local encryption laws as they pertain to Paylock's deployment and use of encryption technologies. • Upon Paylock senior management approval, solutions may be employed that intercept and decrypt communications for content inspection (e.g., malware detection, compliance).
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Policy Revision History	This policy will be reviewed, at a minimum, on an annual basis or as-needed due to legal, regulatory, or corporate directives. The review will include approval by senior management of Paylock prior to any changes being made to the policy.
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Date of Policy Change	Description of Policy Change	Change Made By
24 Jul 2017	Creation of policy document	@ Syed Haider
12/01/2021	Policy review - no change	Doreen Gossage

