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**PROJECT PLAN**  
**for Implementation of the Information Security Management System**

|  |  |
| --- | --- |
| Code: |  |
| Version: |  |
| Date of version: |  |
| Created by: |  |
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**Change history**

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| --- | --- | --- | --- |
| **Date** | **Version** | **Created by** | **Description of change** |
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# Purpose, scope and users

The purpose of the Project Plan is to clearly define the objective of the Information Security Management System (ISMS) implementation project, documents to be written, deadlines, and roles and responsibilities in the project.

The Project Plan is applied to all activities performed in the ISMS implementation project.

Users of this document are members of [top management] and members of the project team.

# Reference documents

* ISO/IEC 27001 standard
* [decision or any similar document prescribing project launching]
* [methodology for project management]

# ISMS implementation project

## Project objective

To implement the Information Security Management System in accordance with the ISO 27001 standard by [date] at the latest.

## Project results

During the ISMS implementation project, the following documents (some of which contain appendices that are not expressly stated here) will be written:

* **Procedure for Document and Record Control** – procedure prescribing basic rules for writing, approving, distributing and updating documents and records
* **Procedure for Identification of Requirements** – procedure for identification of statutory, regulatory, contractual and other obligations
* **ISMS Scope Document** – a document precisely defining assets, locations, technology, etc. that are part of the scope

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