## Main Purpose

To drive achievement of an information security management system and ensure on-going compliance of all Information Security for Retirement Capital.

## Position

The Information Security Manager reports directly the Chief Information Security Officer (CISO (DIRECTOR)) and is a member of the Information Security Committee.

Currently the Information Security Manager position covering the following duties are carried out by CISO (DIRECTOR).

## Duties

* 1. Oversee the implementation of all information security projects.
  2. Oversee information security audits.
  3. Oversees and coordinates staff information governance training and awareness.
  4. Oversee the implementation of selected security controls.
  5. Ensure appropriate policies and procedural documentation is kept updated.
  6. Act as internal advisor for all departments on information security issues.
  7. Ensure the implementation of appropriate security policy and practice by all Third Parties.
  8. Reviewing information flows, data transfer processes and data Transfer records.
  9. Regularly oversees the review of the security policy and risk assessment in line with emerging threats and changes in technology.
  10. Ensure effective reporting and management of security incidents and breaches.

Signature:

Date: 14/11/2020