



WEIS CONTRACTORS 2024

PASSWORD POLICY

POLICY STATEMENT

In conformity with our Cyber Security policy, we are committed to ensuring the protection and security of company technology and company and client data and information. We recognise that passwords are an important aspect of computer security and are the front line of protection for user accounts. We also recognise that a poorly chosen password may result in a compromise of our entire system and will ensure that the standards and guidelines set out in support of this policy are adopted by all users of company systems.

This policy applies to all personnel who have or are responsible for an account (or any form of access that supports or requires a password) on any company system.

AIMS AND OBJECTIVES

The company will establish standards for the creation of strong passwords, the protection of those passwords, and the frequency of change or updating of passwords (where applicable).

We will provide and implement standards and guidelines for the creation of strong passwords that are designed to minimise the risk of them being guessed or worked out by an unauthorised person.

We will establish and communicate rules for the protection of passwords and set timeframes for the changing of passwords to maintain the security of company systems.

RESPONSIBILITIES

Management is responsible for ensuring that password standards and guidelines are documented and for ensuring that all persons with access to company systems are aware of and comply with this policy.

The IT Manager (or person acting in that capacity) will issue guidelines or creation and use of passwords.

All employees (including contractors and external parties with access to company systems) are responsible for following company standards and guidelines to select and secure their password.

AUTHORISED BY

Signed: _____ Date: _____

This document is valid until
28 Oct 2025 (for 12 months)
unless otherwise notified.

This information is intended to provide a general guide to the subject matter and must not be viewed as a definitive guide to the law or legal advice. Specialist advice should be sought regarding this subject matter in your jurisdiction and specific circumstances.

Password Policy was generated by ASSA Pty Ltd
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