1. **Scope**

All development of new software, or of modifications to existing software, is carried out and tested in non-operational environments.

1. **Responsibilities**

The Director (CISO) is responsible for developing and maintaining the development environment (known as DEV).

The Director (CISO) is responsible for maintaining the test environment known as TEST and UAT.

The Director (CISO) is responsible for the operational (live) environment known as LIVE.

The Director (CISO) is responsible for managing the transfer of software from development to test to operational environments.

1. **Procedure** [ISO27002 Clause 12.1.4]
2. The criteria for transferring software from development to test to operational status are defined in [ISMS-C DOC 12.1.2](file:///C:\Users\Sarah\Documents\ISO%209001\ISO%2027001\Section6\RiskMngmt\Control-A12\ISMS-C_DOC_12.1.2.docm)].
3. The development, test and operational environments are different physical environments, configured and located as specified in ISMS-C-REC-12.1.4a. The appropriate test environment simulates the operational environment.
4. All development tools such as Orchestra Designer are not used within the live environment.
5. The development and test systems are not part of the network single sign-on system; developers and testers are issued with separate usernames and passwords for use in the development and test systems.
6. Development and testing personnel are required to have special authorisation for access to operational systems.
7. Operational software is only transferred from the test environment to the operational environment after completion of the system testing required by [ISMS-C DOC 12.1.3](file:///I:\Shared%20drives\Company\Quality\QMS\ISMS\03Z%20Validated%20DOCX%20files\Control%20A12%20-%20operations%20security\ISMS-C_DOC_12.1.3.docx).
8. Use of system test data is controlled in line with ISMS-C DOC 12.1.3.

***Document Owner and Approval***

The Director (CISO) is the owner of this document and is responsible for ensuring that this procedure is reviewed in line with the review requirements of the ISMS.

A current version of this document is available to all members of staff on the corporate intranet.

This procedure was approved by the Director (CISO) on 14th November 2020 and is issued on a version-controlled basis under his/her signature.

Signature:

Date: 14/11/2020

**Change History Record**

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| Issue | Description of Change | Approval | Date of Issue |
| 1 | Initial issue | Gavin McCloskey | 14/11/2020 |
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