

Statement of Work:

Fred Cohen & Associates (FCA) will perform a Policy Reconciliation study for [CLIENT]. This will consist of the following items:

1. FCA personnel will work with CLIENT to gather detailed content of up to 25 existing CLIENT information security-related policies in usable digital form.
2. FCA will analyze CLIENT policies a line at a time to reconcile them against the ISO17799 or other agree-upon standard security policy framework. This will produce as a deliverable, a matrix of approximately 5000 elements which identifies each element of the policy framework against each element of the enterprise policy set and identifies inconsistencies, missing policy elements, circular policy references, and other policy anomalies.
3. A by-reference policy will be produced as a second deliverable that copies existing elements of CLIENT policy and produces a policy structured like the policy framework, removes elements that should be part of control standards instead of policy, and leaves a new policy structure that includes CLIENT policy elements where they exist and standards-based policy items where CLIENT policies do not exist. This is readily usable by the enterprise to produce a final set of standards-based policies with enterprise management decisions encoded.
4. If minor revisions are desired, they will be provided over a period of 7 days at no added cost.

Additional terms and conditions:

- **Single Point of Contact:** CLIENT will provide FCA with a single point of contact (SPOC) to coordinate all efforts associated with this task and that SPOC will be authorized and able to provide all necessary information.
- **Liability limitations:** CLIENT indemnifies FCA and holds FCA harmless for all costs and consequences, whether direct or indirect, arising out of this effort, in all jurisdictions, in all forms, and in all cases.
- **Best efforts:** FCA will undertake best efforts to perform its tasks using the most suitable available technologies in a manner consistent with current usage, methodologies, techniques, and knowledge, however, because of the ever changing nature of the security, technology, business, regulatory, and physical environment, FCA MAKES NO WARRANTY, EITHER EXPRESSED OR IMPLIED, AS TO THE RESULTS OF THESE EFFORTS.
- **Confidentiality:** All CLIENT information is held in strictest confidence by FCA
- **Ownership of results:** With the exception of the actual slides provided to CLIENT by FCA, all materials used in the performance of an this effort are the intellectual property of FCA and will remain so.