Besseggen Audit Trail Policy

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Document Control

Document Name	Besseggen Audit Trail Policy
Abstract	This document describes the Audit Trail Policy at Besseggen Infotech LLP.
Security Classification	Internal
Location	SECTOR-94, NOIDA, GAUTAM BUDH NAGAR-201301

Authorization		
Document Owner	Reviewed by	Authorised by
IT Team	Head – IT	Head – IT

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Version	Modification Date	Section	A/M/D	Brief description of change
1.1	18 APR 2022	ALL	A	Final
1.2	19 OCT 2023	5,6	M	Review procedures & references

Distribution list
Chief Information Security Officer (CISO)
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All users,committee at Besseggen Infotech LLP.

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1. Purpose

This policy defines to maintain a record of system activity both by system and application processes and by user activity of systems and applications. With help of procedure audit trails can assist in detecting security violations, performance problems, and flaws in applications.

2. Scope

The scope of this policy includes server's application and data logs etc.

3. Policy Statement

Auditing is a review and analysis of management, operational, and technical controls. Authorized person can obtain valuable information about activity on a computer system from the audit trail. Audit trails improve the audit ability of the computer system. Audit trails may be used as either a support for regular system operations or a kind of insurance policy or as both of these.

4. Responsibility for Policy

The HEAD – IT is responsible for development, maintenance,

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implementation, operation and escalation of enforcement of these policies and standards.

5. Procedures

Trading System stores all the activities into their database with the IP address from where it is accessed with date and time. Mainly the following details are stored in the database.

- User activities logs
- Alert logs,
- Unique order number generation details (by the system for each order)
- Transaction logs

Based on these details the IT team is able to generate Audit trail details of the last 7 years.
All these details are accessible only through valid user-id & password.

6. References

APPENDIX-A: Logging and Monitoring Control ISO 27001:2013:

A.12.4 Logging and monitoring		
Objective: To record events and generate evidence.		
A.12.4.1	Event logging	*Control* Event logs recording user activities, exceptions, faults and information security events shall be produced, kept and regularly reviewed.
A.12.4.2	Protection of log information	*Control* Logging facilities and log information shall be protected against tampering and unauthorized access.
A.12.4.3	Administrator and operator logs	*Control* System administrator and system operator activities shall be logged and the logs protected and regularly reviewed.
		Control

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A.12.4.4	Clock synchronization	The clocks of all relevant information processing systems within an organization or security domain shall be synchronized to a single reference time source.

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