

GUIDE

Document Master List

Controlled list of every document supplied in the ISO 28000:2022 kit, with its revision status and owner.

Document control

Document number	GDE-02	Revision	0
Document title	Document Master List	Issue date	[Date]
Document owner	Management Representative	Next review	[Date]
Management system	Security Management System	Classification	Internal
Standard clauses	7.5	Status	For approval

	Name	Position	Signature / Date
Prepared by	[Name]	[Position]	
Reviewed by	[Name]	[Position]	
Approved by	[Name]	[Position]	

Rev.	Date	Description of change	Author
0	[Date]	First issue.	[Name]

Before you issue this document

Replace every highlighted placeholder such as [Organisation Name] with your own details, delete any clause that does not apply to your scope, and have the document approved by the roles named above. Record the approval in the revision history — an auditor will ask who approved it and when.

This master list records every document in the ISO 28000:2022 Complete Documentation Kit. It is the register required by the standard's documented-information clause: when [Organisation Name] adopts the kit, update the revision and issue-date columns as each document is approved, and add any document created locally.

How to use this list

Keep one controlled copy. Every time a document is revised, raise its revision number here and on the document's own cover page. An auditor will normally ask for this list first and sample from it.

Doc. No	Document title	Clause(s)	Owner
00 Read Me First			
GDE-01	Kit Guide and Implementation Roadmap	4.1, 5.1, 6, 8, 9, 10.1	Security Director
01 Manual			
MAN-01	Security Management System Manual	4.1, 4.2, 4.3, 4.4, 5.1, 5.2, 5.3, 6.1, 6.2, 6.3, 7.1, 7.2, 7.3, 7.4, 7.5, 8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 9.1, 9.2, 9.3, 10.1, 10.2	Security Director
MAN-02	Scope and Boundaries of the Security Management System	4.3, 4.4	Security Director
MAN-03	Security Management Principles Statement	4.2.3	Security Director
02 Policies			
POL-01	Security Management System Policy	5.2.1, 5.2.2	Managing Director
POL-02	Security Policy Public Summary	5.2.2	Managing Director
03 Procedures			
PRO-01	Context of the Organisation and Interested Parties	4.1, 4.2	Security Director
PRO-02	Legal, Regulatory and Other Security Requirements Procedure	4.2.2	Security Director
PRO-03	Management System Risks and Opportunities Procedure	6.1.1	Security Director
PRO-04	Proactive Security Risk and Opportunity Assessment Procedure	6.1.2, 6.1.3	Security Director
PRO-05	Security Objectives and Planning to Achieve Them	6.2.1, 6.2.2	Security Director
PRO-06	Competence, Training and Awareness	7.2, 7.3	Security Director
PRO-07	Personnel Security Vetting and Clearance Procedure	7.2	Security Director
PRO-08	Communication	7.4	Security Director
PRO-09	Control of Documented Information	7.5	Security Director
PRO-10	Security Information Classification and Handling Scheme	7.5.1, 7.4	Security Director
PRO-11	Operational Planning and Control	8.1	Security Director
PRO-12	Security Risk Assessment and Treatment Procedure	8.3, 6.1.1	Security Director

Doc. No	Document title	Clause(s)	Owner
PRO-13	Supply Chain, Supplier and Outsourced Process Security Assurance Procedure	4.3, 6.1.2, 8.4	Security Director
PRO-14	Response Structure, Activation Thresholds and Warning Communication Procedure	8.6.1, 8.6.2, 8.6.3	Response Manager
PRO-15	Security Recovery and Stand-Down Procedure	8.6.5, 8.6.4	Response Manager
PRO-16	Monitoring, Measurement, Analysis and Evaluation	9.1	Security Director
PRO-17	Evaluation of Compliance with Legal and Other Requirements	9.3.2 f), 4.2.2	Security Director
PRO-18	Internal Audit	9.2.1, 9.2.2	Security Director
PRO-19	Management Review	9.3.1, 9.3.2, 9.3.3	Managing Director
PRO-20	Nonconformity, Corrective Action and Continual Improvement	10.2, 10.1	Security Director
04 Forms, Registers & Templates			
FRM-01	Threat and Vulnerability Assessment Method and Strategy Selection Record	8.5.1	Security Director
FRM-02	Security Performance Indicators and Dashboard	9.1	Security Director
FRM-03	Context and Issues Analysis	4.1	Security Director
FRM-04	Roles, Responsibilities and Authorities Matrix	5.3, 5.1, 7.5.1	Managing Director
FRM-05	Competence Matrix and Training Record	7.2	Security Director
FRM-06	Communication Log and Suggestion Form	7.4	Security Director
FRM-07	Management of Change Request	6.3	Security Director
FRM-08	Change and Pre-Implementation Security Risk Review Form	6.3, 8.4, 10.2	Security Director
FRM-09	Internal Audit Plan and Report	9.2.2	Security Director
FRM-10	Security Deployment Verification Record	9.2.2, 9.1	Security Director
FRM-11	Management Review Minutes and Actions	9.3.2, 9.3.3	Managing Director
FRM-12	Document Change Request	7.5	Security Director
04 Forms, Registers & Templates			
REG-01	Security Processes and Activities Register	8.2, 8.1	Security Director
REG-02	Security Risk Register and Treatment Plan	8.3, 8.5.2, 8.5.3	Security Director
REG-03	Security Controls and Equipment Lifecycle Inventory	8.4	Security Director
REG-04	Interested Parties and Requirements Register	4.2	Security Director
REG-05	Legal and Other Requirements Register	4.2.2, 9.3.2 f)	Security Director
REG-06	Management System Risk and Opportunity Register	6.1.1	Security Director
REG-07	Security Objectives and Action Plan Tracker	6.2.1	Security Director

Doc. No	Document title	Clause(s)	Owner
REG-08	Nonconformity and Corrective Action Register	10.2	Security Director
REG-09	Security Incident, Near Miss and False Alarm Investigation Log	10.2, 8.6.5	Security Director
05 Plans & Programmes			
PLN-01	SecMS Implementation Plan	4.1, 6, 8, 9	Security Director
PLN-02	Security Plans: Template and Worked Site and Route Plans	8.6.4, 8.6.1	Response Manager
PLN-03	Annual Internal Audit Programme	9.2.2	Security Director
PLN-04	Competence and Training Plan	7.2, 7.3	Security Director
PLN-05	Security Exercise Programme, Scenario Library and Exercise Report	8.6.3, 8.6.2	Response Manager
PLN-06	Communication Plan	7.4	Security Director
06 Checklists			
CHK-01	ISO 28000:2022 Gap Analysis Checklist	—	Security Director
CHK-02	Internal Audit Checklist	9.2	Security Director
CHK-03	Certification Readiness Checklist	—	Security Director
07 Internal Auditor Training Pack			
TRN-01	Internal Auditor Participant Handbook	9.2	Security Director
TRN-02	Trainer's Guide	9.2	Security Director
TRN-03	Presentation Slides Outline	9.2	Security Director
TRN-04	Exercises and Case Studies	9.2	Security Director
TRN-05	Examination	9.2	Security Director
TRN-06	Examination Answer Key and Marking Scheme	9.2	Security Director
TRN-07	Course Forms	9.2	Security Director
TRN-08	Certificate of Training Template	9.2	Security Director

Revision status

Record the approved revision of each document as it is issued. Rows are pre-filled at revision 0 (first issue).

Doc. No	Rev.	Issue date	Approved by	Next review
GDE-01	0	[Date]	[Name]	[Date]
MAN-01	0	[Date]	[Name]	[Date]
MAN-02	0	[Date]	[Name]	[Date]
MAN-03	0	[Date]	[Name]	[Date]

Doc. No	Rev.	Issue date	Approved by	Next review
POL-01	0	[Date]	[Name]	[Date]
POL-02	0	[Date]	[Name]	[Date]
PRO-01	0	[Date]	[Name]	[Date]
PRO-02	0	[Date]	[Name]	[Date]
PRO-03	0	[Date]	[Name]	[Date]
PRO-04	0	[Date]	[Name]	[Date]
PRO-05	0	[Date]	[Name]	[Date]
PRO-06	0	[Date]	[Name]	[Date]
PRO-07	0	[Date]	[Name]	[Date]
PRO-08	0	[Date]	[Name]	[Date]
PRO-09	0	[Date]	[Name]	[Date]
PRO-10	0	[Date]	[Name]	[Date]
PRO-11	0	[Date]	[Name]	[Date]
REG-01	0	[Date]	[Name]	[Date]
PRO-12	0	[Date]	[Name]	[Date]
REG-02	0	[Date]	[Name]	[Date]
FRM-01	0	[Date]	[Name]	[Date]
REG-03	0	[Date]	[Name]	[Date]
PRO-13	0	[Date]	[Name]	[Date]
PRO-14	0	[Date]	[Name]	[Date]
PRO-15	0	[Date]	[Name]	[Date]
PRO-16	0	[Date]	[Name]	[Date]
FRM-02	0	[Date]	[Name]	[Date]
PRO-17	0	[Date]	[Name]	[Date]
PRO-18	0	[Date]	[Name]	[Date]
PRO-19	0	[Date]	[Name]	[Date]
PRO-20	0	[Date]	[Name]	[Date]
FRM-03	0	[Date]	[Name]	[Date]
REG-04	0	[Date]	[Name]	[Date]
REG-05	0	[Date]	[Name]	[Date]
FRM-04	0	[Date]	[Name]	[Date]
REG-06	0	[Date]	[Name]	[Date]
REG-07	0	[Date]	[Name]	[Date]
FRM-05	0	[Date]	[Name]	[Date]
FRM-06	0	[Date]	[Name]	[Date]

Doc. No	Rev.	Issue date	Approved by	Next review
FRM-07	0	[Date]	[Name]	[Date]
FRM-08	0	[Date]	[Name]	[Date]
FRM-09	0	[Date]	[Name]	[Date]
FRM-10	0	[Date]	[Name]	[Date]
FRM-11	0	[Date]	[Name]	[Date]
REG-08	0	[Date]	[Name]	[Date]
REG-09	0	[Date]	[Name]	[Date]
FRM-12	0	[Date]	[Name]	[Date]
PLN-01	0	[Date]	[Name]	[Date]
PLN-02	0	[Date]	[Name]	[Date]
PLN-03	0	[Date]	[Name]	[Date]
PLN-04	0	[Date]	[Name]	[Date]
PLN-05	0	[Date]	[Name]	[Date]
PLN-06	0	[Date]	[Name]	[Date]
CHK-01	0	[Date]	[Name]	[Date]
CHK-02	0	[Date]	[Name]	[Date]
CHK-03	0	[Date]	[Name]	[Date]
TRN-01	0	[Date]	[Name]	[Date]
TRN-02	0	[Date]	[Name]	[Date]
TRN-03	0	[Date]	[Name]	[Date]
TRN-04	0	[Date]	[Name]	[Date]
TRN-05	0	[Date]	[Name]	[Date]
TRN-06	0	[Date]	[Name]	[Date]
TRN-07	0	[Date]	[Name]	[Date]
TRN-08	0	[Date]	[Name]	[Date]

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GUIDE

Clause Cross-Reference Matrix

Shows which kit document answers each clause of ISO 28000:2022 — the table certification bodies ask for at stage 1.

Document control

Document number	GDE-03	Revision	0
Document title	Clause Cross-Reference Matrix	Issue date	[Date]
Document owner	Management Representative	Next review	[Date]
Management system	Security Management System	Classification	Internal
Standard clauses	—	Status	For approval

	Name	Position	Signature / Date
Prepared by	[Name]	[Position]	
Reviewed by	[Name]	[Position]	
Approved by	[Name]	[Position]	

Rev.	Date	Description of change	Author
0	[Date]	First issue.	[Name]

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Use this matrix to demonstrate that every requirement of ISO 28000:2022 is addressed by documented information. Complete the final column with the evidence or record that proves the requirement is being met in practice, and take it to the stage 1 audit.

Good practice

Auditors use a matrix like this to plan their sample. A complete, honest matrix shortens stage 1 considerably; an aspirational one invites a deeper audit.

Clause	Kit document(s)	Evidence / records in use
4.1	FRM-03, GDE-01, MAN-01, PLN-01, PRO-01	
4.2	MAN-01, PRO-01, REG-04	
4.2.2	PRO-02, PRO-17, REG-05	
4.2.3	MAN-03	
4.3	MAN-01, MAN-02, PRO-13	
4.4	MAN-01, MAN-02	
5.1	FRM-04, GDE-01, MAN-01	
5.2	MAN-01	
5.2.1	POL-01	
5.2.2	POL-01, POL-02	
5.3	FRM-04, MAN-01	
6	GDE-01, PLN-01	
6.1	MAN-01	
6.1.1	PRO-03, PRO-12, REG-06	
6.1.2	PRO-04, PRO-13	
6.1.3	PRO-04	
6.2	MAN-01	
6.2.1	PRO-05, REG-07	
6.2.2	PRO-05	
6.3	FRM-07, FRM-08, MAN-01	
7.1	MAN-01	
7.2	FRM-05, MAN-01, PLN-04, PRO-06, PRO-07	
7.3	MAN-01, PLN-04, PRO-06	
7.4	FRM-06, MAN-01, PLN-06, PRO-08, PRO-10	
7.5	FRM-12, MAN-01, PRO-09	
7.5.1	FRM-04, PRO-10	
8	GDE-01, PLN-01	
8.1	MAN-01, PRO-11, REG-01	

Clause	Kit document(s)	Evidence / records in use
8.2	MAN-01, REG-01	
8.3	MAN-01, PRO-12, REG-02	
8.4	FRM-08, MAN-01, PRO-13, REG-03	
8.5	MAN-01	
8.5.1	FRM-01	
8.5.2	REG-02	
8.5.3	REG-02	
8.6	MAN-01	
8.6.1	PLN-02, PRO-14	
8.6.2	PLN-05, PRO-14	
8.6.3	PLN-05, PRO-14	
8.6.4	PLN-02, PRO-15	
8.6.5	PRO-15, REG-09	
9	GDE-01, PLN-01	
9.1	FRM-02, FRM-10, MAN-01, PRO-16	
9.2	CHK-02, MAN-01, TRN-01, TRN-02, TRN-03, TRN-04, TRN-05, TRN-06, TRN-07, TRN-08	
9.2.1	PRO-18	
9.2.2	FRM-09, FRM-10, PLN-03, PRO-18	
9.3	MAN-01	
9.3.1	PRO-19	
9.3.2	FRM-11, PRO-19	
9.3.3	FRM-11, PRO-19	
9.3.2 f)	PRO-17, REG-05	
10.1	GDE-01, MAN-01, PRO-20	
10.2	FRM-08, MAN-01, PRO-20, REG-08, REG-09	

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