ISO 27001 LEAD IMPLEMENTER
DOWNLOADABLE TEMPLATE

Here's a Sample Management Review Agenda for ISO 27001.

Management review meetings help senior leadership make informed decisions about the ISMS, allocate resources effectively, and demonstrate commitment to information security.

Example:

Agenda Item	Description
Meeting Opening	- Welcome and introduction of participants. - Overview of the meeting objectives.
Review of ISMS Performance	- Presentation of key performance indicators (KPIs). - Discussion of ISMS compliance with ISO 27001 standards.
Non-Conformities and Corrective Actions	- Overview of non-conformities identified in previous audits. - Status update on corrective and preventive actions (CAPA).
Feedback and Improvement Opportunities	- Open discussion for feedback and suggestions on ISMS improvement. - Exploration of opportunities for continual improvement.
Risk Assessment and Mitigation	- Review of the organization's risk assessment process. - Identification of new risks or changes to existing risks. - Discussion of risk treatment plans.
Resource Allocation	- Assessment of resource allocation, including budget and personnel, for ISMS support.
Decisions and Action Items	- Decision-making on changes or improvements to the ISMS. - Assignment of responsibilities for action items. - Setting timelines for completion.
Documentation and Records	- Ensuring accurate records of the meeting, including minutes and action items, are documented.
Meeting Closing	- Summary of key points discussed and decisions made. - Acknowledgment of participant contributions. - Expectations for the next review meeting.
Follow-up	- Monitoring progress on action items assigned during the meeting. - Preparation for the next management review, updating the agenda with follow-up items.

In conclusion, the management review process is a fundamental element of ISO 27001:2022, providing a mechanism for organizations to evaluate, adjust, and enhance their Information Security Management System. As a Lead Implementer, understanding the significance of management review and its key components empowers you to facilitate this process effectively, ensuring that the ISMS remains a robust and adaptive framework for safeguarding information assets.