Accel Comply Sample: Implementation Notes

Redacted illustrative sample. Not a full pack.

Document: Implementation Notes (Excerpt, Redacted Sample)

The purpose of implementation notes is to reduce the 'policy gap' between paperwork and what you actually do. They provide practical steps and evidence suggestions.

Example: Access Control

Quick setup path:

• Define owners for access approvals (by system).

• Enforce MFA for privileged and user accounts, starting with email and admin consoles.

• Implement periodic access reviews (quarterly is common) and store evidence in a single location.

Evidence that typically satisfies reviewers:

• Screenshot or export of MFA enforcement.

• Access review spreadsheet with reviewer, date, and actions taken.

• Joiner/mover/leaver tickets showing approval trail.

Common pitfalls:

• Policies that name tools you do not actually use.

• Reviews performed but no evidence retained.

• Overly broad admin roles without documented justification.