

A DAY IN THE LIFE OF AN IA POLICY DEVELOPER

Part of the attraction of being an Information Assurance policy developer is that every day is different – I just never know what IA policy issues might cross my desk. But a typical day could unfold as follows:

- 08:20 Arrive at my desk, exchange greetings with those colleagues who are already in, log on to my terminal and unlock my pedestal and drawer.
- 08:25 Read any emails that are waiting for me. I was working from home yesterday drafting a policy document, so there might be some catching up to do. Only a handful of emails require action and, as these are straightforward, I respond to them immediately.
- 08:50 Remind myself of outstanding tasks on my 'to do' list. Get the document I was working on yesterday transferred from my laptop to the network, save it in the relevant shared folder and make some further changes. Email the document to my colleagues in the policy development team and other interested parties within CESG as part of the peer review process. Our policy provides advice and guidance on IA right across the public sector within the UK and must be fit for purpose before it's published. As my colleagues are all experts in their own fields and have much more experience than me, I await their comments with some trepidation...
- 10:15 Take a 'phone call from an IA consultant working for a government department. He's unsure whether a recent change in IA policy affects the department concerned and needs advice. The colleague who produced the policy works part-time and isn't in today but I'm familiar with the issues and talk the consultant through the change and what he needs to do to establish whether any action is required.
- 10:25 Grab a coffee to take to a briefing on the newly-created IA Career Stream. This is one of around 18 career streams in GCHQ that are a central element of the department's drive for greater professionalism. Pleased to note that IA Policy Developer is a recognised role within the Career Stream. This should assist me in my career development within CESG.
- 11:35 Back to my desk. More emails – no show-stoppers on that draft policy yet, but it's early days – and a couple of queries from colleagues.
- 12:15 Have a sandwich and fruit at my desk while I browse the internet. Catch up on the latest on Afghanistan and Iraq and check out a couple of IA-related sites.
- 12:50 Look over a rough plan of my next policy document. More work required here...

- 13:30 Our monthly policy developers' meeting. This is a good opportunity to discuss how wider developments within CESG, such as the new resource allocation and prioritisation system, will affect us and for us to brief colleagues on what we're working on and receive some feedback. Colleagues from other areas of CESG and another IA agency also attend, making this a useful knowledge-sharing event.
- 1505 No time to check those emails as I have a meeting with a colleague to plan the workshop we're running at the next IT Security Officers' Forum. This is intended to assist ITSO's understand and implement a recent IA policy change, but we need to plan the event carefully if we're to avoid causing confusion.
- 1550 Talking ITSOF has reminded me that I'm visiting a government department in London next week, so I book my rail tickets.
- 1555 Have another look at that draft plan and make some changes.
- 1625 A final check of my email – some useful comments on the draft I sent out earlier – before packing and locking up and heading home.