



## Policy Manager Permissions

When setting up a new policy you will be presented with a Permission dialogue allowing you to have granular control on a policy.

### CP-AUP - Acceptable Use Policy (AUP)

☒ Summary ☐ Related Items ☒ Permissions

#### Policy Permissions

Start typing to add...

Browse

Remove

Group[+]: Claromentis Internal  
Role: Administrators  
Role: Senior Managers

- ☒ View Policy
- ☐ Target Distribution
- ☐ Consultation
- ☐ Ratification
- ☒ Edit Properties
- ☐ Edit Content
- ☒ Delete Policy

[View effective permissions...](#)

Submit

- **View Policy:** Viewing a policy only - users with only this permission aren't subject to a policy, they can simply view this policy from the "All Policies" Menu.
- **Target Distribution:** users within target distribution must accept this policy when it reaches **Distribution** status.
- **Consultation:** users who can approve a policy during "**Consultation**" status.
- **Ratification:** users can approve a policy during "**Ratification**" status.
- **Edit Properties:** users who can edit policy details and attributes including changing policy status and policy asset or content as well as creating a new version of the policy.
- **Edit Content:** users can edit/update the content of the policy and create a new policy asset. (New policy asset does not mean a new policy version)

Policy Details	Comments	Asset History	Policy History	Approval History	Acceptance History
Category	Test Category, Sub Test Category 2		Status Changed by	Ken Adam	
Last Modified by	Ken Adam		Author	Michael Christian	
Creator	Michael Christian		Owner	Michael Christian	

Tab	Policy Details	Comments	Asset History	Policy History	Approval History	Acceptance History
View Policy						
Target Distribution						
Consutlation/Ratification						
Edit Policy						
Edit Policy Content						

Last modified on 25 April 2024 by [Hannah Door](#)

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