



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

Group[+]: Claromentis Internal

Role: Administrators

Role: Senior Managers

☒ View Policy

☐ Target Distribution

☐ Consultation

☐ Ratification

☒ Edit Properties

☐ Edit Content

☒ Delete Policy

[View effective permissions...](#)

- **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
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View Policy	✓	✗	✗	✗	✗	✗
Target Distribution	✓	✗	✗	✗	✗	✗
Consutlation/Ratification	✓	✗	✗	✗	✗	✗
Edit Policy	✓	✓	✓	✓	✓	✓
Edit Policy Content	✓	✓	✓	✗	✗	✓

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

Created on 12 October 2021 by [Michael Christian](#)
Tags: [permissions](#), [policy](#), [policy manager](#)