

Onboarding process

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Before onboarding

1. Interviews

2. Background check

Onboarding

3. Provision of equipment

Phone, computer, any equipment

4. Setup of system access

Company mail, extranet, development tools, projects...

5. Software licences

Week after onboarding

6. Formal information security awareness training

Revision History

1.0

Date of change: 01/03/2020

Responsible: Administrative & Technical teams

Summary of Change: Initial release

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