

Information Security Policy Statement



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“The key to our success lies in the ability to interpret the needs of our clients”.

Information Technology is an asset that is essential to our business and consequently needs to be suitably protected as we realise that as a result of increasing interconnectivity, information is now exposed to a wider variety of threats and vulnerabilities. We understand that if our sensitive information should fall into the wrong hands, it forms a major threat to the survival of our company.

Our reputation has been built on the quality of our services, the ability to act speedily yet professionally, to be competitive and to meet, or exceed, our customers needs and to comply with any legal/regulatory requirements. Work Environment shall be maintained and managed at an appropriate level to the process and to meet legal and regulatory requirements.

We aim to continually comply with the requirements of our Information Security system as defined in BS EN ISO27001:2013 whilst maintaining our main asset – to respond to the customers requirements, through the people we employ. As a data processor, we will also comply with the EU GDPR legislation. Conformance to the procedures as stated in the Information Security Policy Manual shall be mandatory.

Work Environment and Processes shall be maintained and managed at a level appropriate to the process.

This objective will be met through our commitment to continuous improvement in all that we do and includes a formal risk assessment process. In this way we will assure that our policy for customer satisfaction is achieved.

This Information Security Policy and its objectives shall be established and reviewed at annual Management Review meetings. The Policy statement shall be reviewed annually, or sooner if the work environment significantly changes.

A handwritten signature in black ink, appearing to read 'M. Fay'.

Michael Fay
MANAGING DIRECTOR

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