

# Power Products International Ltd

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## INFORMATION SECURITY POLICY

The Directors of Power Products International Limited are aware of the importance of maintaining security over information belonging to all parties, including Customers, Suppliers, Business Partners and Employees. We have established a level of governance, risk management and security we believe to be proportionate and adequate for the size of our business and expectations of our partners & colleagues.

# IT Management and Threats to Secure Information.

Information wherever stored on servers, or in the form of email communications & internet activity is monitored and managed by an external contractor, with continuous reviews of threats / risks and incidences.

### Confidentiality & Restricted Access

Access to information is restricted to personnel who are authorised to do so and have a bona fide business need due to their responsibilities within the Company. Access control is via unique user names associated with confidential passwords, and varying degrees of access or levels of permission within the computer database and business system.

### Staff Awareness

Information security awareness is communicated to all staff as part of the induction procedure and to individuals separately where specific access or responsibilities are involved. An obligation to maintain the integrity of the company's information & data is included within our standard contractual terms of employment.

## Compliance and Integrity of Information

The Company undertakes to ensure compliance with any Data Protection legislation, Confidentiality Agreements or duties of care to the owners of information stored, including maintaining the integrity of the information.

Information Security is managed within our ISO9001 Quality Assurance procedures, by management review and risk assessment.

Signed:

Andrew Chettle

Managing Director

Date: 13t Feb 2018.

