



## INFORMATION SECURITY POLICY STATEMENT

This Policy, which is approved by the Managing Director, establishes Aviareto's commitment to its Information Security Management System and the requirements of the ISO 27001:2013 International Standard.

Information is an important business asset of significant value to the company and needs to be protected from threats that could potentially disrupt business continuity. This policy has been written to provide a mechanism to establish procedures to protect against security threats and minimise the impact of security incidents.

**The Policy Scope** encompasses all forms of Information Security such as data stored on computers, transmitted across networks, printed or written on paper, stored on digital media or spoken in over the telephone and also covers Physical Security.

The security policy ensures that:

- **Integrity** - Integrity of the data, in particular the Registration database is paramount. Information shall be complete and accurate and is not modified without authorisation. All systems, assets and networks shall operate correctly, according to specification. Information shall not be modified
- **Confidentiality** - Access to information shall be confined to those with appropriate authority.
- **Availability** - Information shall be available and accessible to authorised users, at the time when it is needed.
- Information will be protected against any **unauthorised access**;
- **Legislative and regulatory** requirements regarding intellectual property rights, Data protection and privacy of personal information will be met;
- **Business continuity plans** will be developed, maintained and tested;
- **Information security training** will be available for all employees;
- **Prevention is the first priority.** Threats analysis and risk evaluation will be carried out on a continual basis.
- **All actual or suspected information security breaches** will be reported to the Head of Operations and will be thoroughly investigated.

The Compliance & Risk Manager is responsible for maintaining the policy and providing support and advice during its implementation.

Management is committed to complying with the requirements and maintaining the effectiveness and continual improvement of the information security management system, which supports Aviareto's business strategy. Adequate resources and management energy will be committed to this critical endeavour

All staff are directly responsible for implementing the policy and ensuring compliance in their respective functions. Compliance with the Information Security Policy is mandatory.

**The policy will be reviewed yearly by the Compliance & Risk Manager.**

Signed: 

Title: M.D.

Date: 26/6/15

Signed: 

Title: Compliance & Risk Manager

Date: 26/6/15