

## SECURITY POLICY

As part of our security policy, we implement best practices in the fields of physical, technical and logistical protection of data, communications and resources. We have an IT security management system in place to prevent abuse, hacking and unauthorised acquisition or access to data and business secrets.

Our IT security management system is based on recognising and classifying risks, constantly raising awareness of potential abuse among our employees, integrating the most up-to-date mechanisms of physical, systemic and programme protection, and implementing clearly defined scenarios in the event of crisis situations. All employees and subcontractors are familiar with the company security policy.

### **The main orientations:**

- Protecting data and information in ways that ensure protection from unlawful access, use, disclosure, separation, alteration or destruction
- Ensuring the confidentiality, integrity and availability of information
- Performing measures for the prevention of security incidents that may cause material or moral damage to the company or individual
- Respecting procedural rules when handling sensitive data and information
- Ensuring that procedural rules are appropriately documented
- Ensuring resources for the management and effective operation of the system and for the constant improvement of protection mechanisms and ensuring IT security
- Minimising recognised risks that may threaten the fulfilment of the company's business objectives or the company's competitive position
- Conducting business processes in accordance with legislative frameworks

This security policy is adopted by the management following a consultation with business unit heads. The IT security management policy reflects the company's attitude towards its partners and includes methods for ensuring that the company:

- meets the requirements of its customers, employees, the society and the wider community,
- undertakes to meet the requirements of its customers regarding IT security and constant improvements,
- is regularly reviewed to ensure that it operates as appropriate for conditions on the market.

