



# Information Security & Privacy Policy

- 1. Purpose.....3
- 2. Scope.....3
- 3. Objective.....3
- 4. Information Security & Privacy Policy .....3
- 5. Information Security & Privacy Objectives .....3
- 6. Leadership and Commitment .....4

# 1. Purpose

The purpose of this document is to establish an Information Security & Privacy Policy that outlines the need for an Information Security & Privacy Management System (ISPMS) to support the needs of the business and its clients.

# 2. Scope

The scope of this document extends to all staff, contractors, temporary employees and other relevant interested parties in relation to the ISPMS at G Forces Web Management Ltd (GForces).

# 3. Objective

The objective of this document is to act as instruction to the business to implement, maintain and continually improve an ISPMS in line with business strategy, as well as outlining our ISPMS objectives and demonstrate leadership and commitment from Executive Management in relation to the ISPMS.

# 4. Information Security & Privacy Policy

G-Forces Web Management Ltd (GForces) has legal, regulatory, and contractual obligations related to Information Security & Privacy, and this is to ensure business continuity and minimise the adverse effects of security incidents, and where possible, identify security events before they become incidents. Information assets and systems are becoming increasingly more vulnerable as the potential for wider accessibility is facilitated via more powerful computers and communications networks.

Any loss of access to information could have a significant effect on the efficient operation of the business and, may result in the inability to provide services to our customers, and/or have financial or reputational impact on the business.

GForces is committed to meeting its legal, regulatory and contractual obligations by ensuring the preservation of the below for all information assets:

- **Confidentiality:** The information is not made available or disclosed to unauthorised individuals, entities or processes.
- **Integrity:** Ensuring the information accuracy and completeness is correct.
- **Availability:** The information is accessible and usable at the point and authorised request is made.

GForces is committed to the continual improvement of the Information Security & Privacy Management System and ensuring its continual conformance to the ISO/IEC 27001:2013 International Standard.

# 5. Information Security & Privacy Objectives

The business has implemented and maintains an ISPMS that is both fit for purpose and has defined objectives, which Executive Management can review to assess overall effectiveness of the ISPMS.

GForces establishes Information Security & Privacy objectives and relevant functions and level across the business that are:

- Consistent with this Information Security & Privacy Policy
- Where practicable, and measurable
- Considered applicable Information Security & Privacy requirements and results from our risk assessments and risk treatments

Due to the ever-changing nature of Information Security & Privacy, our objectives are updated annually and are set in line with a business year, 1st November - 31st October, or if significant change occurs and Executive Management deem it to be appropriate to update these objectives.

## 6. Leadership and Commitment

The Executive Management team recognise the importance of an effective ISPMs to ensure that our business requirements continue to be met.

The Executive Management team demonstrates its continued leadership and commitment by:

Ensuring the Information Security & Privacy Policy and the Information Security & Privacy Objectives are established and are compatible with the strategic direction of the business.

Ensuring the integration of the ISPMs requirements into the business processes.

Ensuring that the resources needed for the ISPMs are available.

Communicating the importance of effective Information Security & Privacy management, and of conforming to the ISPMs requirements.

Ensuring that the ISPMs achieves its intended outcomes.

Directing and supporting persons to contribute to the effectiveness of the ISPMs.

Promoting continual improvement.

Supporting other relevant management roles to demonstrate their leadership as it applies to their area of responsibility.

Signed:



**Dated:** 20<sup>th</sup> September 2021