

## **Greenacre Environmental Systems Ltd**

### **Information Security Policy**

Greenacre Environmental Systems Ltd considers information security of the utmost importance, not only to protect our own information assets but also so that we remain a trusted partner to our clients. The Managing Director of Greenacre Environmental Systems Ltd expects all its employees and others working on its behalf, to act within the spirit of this Information Security Policy, and holds them responsible for the information assets of the company and accountable for the information assets they are a named owner of. Ownership does not infer property rights.

#### **Objective**

The objective of Information Security is to ensure the business continuity of Greenacre Environmental Systems Ltd, and to minimise the risk of commercial or reputational damage by preventing information security incidents and reducing their potential impact.

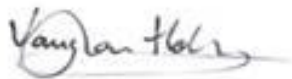
#### **Policy**

Greenacre Environmental Systems Ltd Information Security Policy goal is to protect the organisation's information assets, including client information we have been entrusted with, from all internal, external, deliberate or accidental threats.

The Information Security Policy requires that:

- Information will be appropriately and reasonably protected against unauthorised access;
- Confidentiality of proprietary, client and confidential information will be assured;
- Integrity of all business-critical information will be maintained;
- Availability of information for business processes and activity will be maintained;
- Legislative and regulatory requirements will be met;
- Appropriate controls will be defined, including business continuity plans where appropriate;
- Information security training will be available for all employees;
- Information security risks will be comprehensively reviewed periodically;
- All actual or suspected information security breaches will be reported to the responsible manager and will be thoroughly investigated;
- Business requirement for availability of information and systems will be met;
- The Managing Director is responsible for maintaining the policy and providing support and advice during its implementation;
- All managers are responsible for implementing the policy and ensuring staff in their area comply with it;

Compliance with this Information Security Policy is mandatory.



**Vaughan Hobson**  
**Managing Director**  
25<sup>th</sup> July 2024