

Title: Information Security Policy

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Owner:	Sandra Gravino		



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Information Security

Information Security is central to how we handle many of the challenges facing Farla Medical Healthcare Limited. It is vital for maintaining customer, employee and shareholder confidence and for the effective, efficient and secure conduct of our business activities.

There are many threats and hazards that can impact on Farla Medical Healthcare Limited ability to deliver its products and services to our customers. These are wide-ranging including fraud, theft, organised crime, asset or system failures and Cyber Terrorism.

This policy aims to minimise the likelihood of a threat being realised by the use of appropriate security solutions and reduce the impact of these threats through the deployment of robust preparedness and response measures.

Farla Medical Healthcare Limited is committed to sharing information (including personal data) confidently knowing it is protected, reliable and accessible to agreed standards irrespective of format or transmission mechanism. This ensures the confidentiality, integrity and availability.

Data Protection

Farla Medical Healthcare Limited has an obligation to ensure that our handling of personal data is in accordance with the relevant in-country legislation and specifically that personal data:

- Personal data must be processed lawfully, fairly and transparently.
- Personal data can only be collected for specified, explicit and legitimate purposes.
- Personal data must be adequate, relevant and limited to what is necessary for processing.
- Personal data must be accurate and kept up to date.
- Personal data must be kept in a form such that the data subject can be identified only as long as is necessary for processing.
- Personal data must be processed in a manner that ensures its security.

The lawful and proper treatment of personal information by Farla Medical Healthcare Limited is vital to the success of our business and for maintaining the confidence of our employees and customers.



Scope

This policy applies to all companies which Farla Medical Healthcare Limited wholly owns, has a majority stake or overall operational control. For Associate Companies and Joint Ventures, Farla Medical Healthcare Limited will seek to promote the principles in this policy.

This policy applies to all individuals who are employed by, or carry out work on behalf of, any Farla Medical Healthcare Limited group company including contractors, temporary staff and agency workers.

Governance

The Farla Medical Healthcare Limited Board approves strategy and policy.

The Senior Managers will manage their Company's risks in line with the Group Risk Management processes and supporting company standards.

Information Security at Farla Medical Healthcare Limited will be developed, delivered and governed by two committees. The IT Managers Forum (ITMF) will have responsibility to develop and deliver the Information Security programme against the Information Security Control Framework.

This function will be governed by the Information Security Steering Committee (ISSC) whose role is to set the strategic direction for Information Security, ensure our risks are managed within our risk appetite and to sign off the priorities for the programme.

Responsibilities

All Farla Medical Healthcare Limited employees (including contractors) have a collective responsibility to ensure that Farla Medical Healthcare Limited provides a safe, secure and resilient environment at all times.

Role: Head of Human Resources

Name: Sandra Gravino

Date: _____