

## **INFORMATION SECURITY & PRIVACY INFORMATION POLICY**

We at ACTIOPORT PTE.LTD., committed to “Establishing, monitoring, and continually improving our safeguards for the confidentiality, integrity, and availability of all our physical and electronic information assets to ensure that regulatory, operational, and contractual requirements are fulfilled.”

*We are committed to ensuring that:*

- ❖ Regulatory and legislative requirements related ISMS & PIMS will be met
- ❖ The confidentiality of information is protected and prevents the disclosure of valuable or sensitive information
- ❖ The integrity of information is maintained to ensure its accuracy and completeness
- ❖ The availability of information is maintained to meet business needs and client requirements.
- ❖ To provide the training to all the employees to enhance the competence.
- ❖ An incident management process is established and implemented to ensure that all breaches of information security, actual or suspected are reported, investigated, and resolved
- ❖ The information security management system is continually improved
- ❖ Appropriate resources are allocated in order to implement, operate and review an effective Information Security Management System
- ❖ Implement Information Security Objectives that consider to risk assessments.
- ❖ Kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed; personal data may be stored for longer periods in so far as the personal data will be processed solely for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes subject to implementation of the appropriate technical and organizational measures required by PIMS to safeguard the rights and freedoms of individuals

Date: 15.04.2023

Akihito Tanekura CEO

A handwritten signature in black ink, appearing to read "Akihito", is positioned below the printed name of the CEO.