



## Information Security Policy

Trade Distribution Ltd has established an information security management system and is committed to maintaining and improving information security within the company, minimising its exposure to all risks. The scope of the ISMS is defined by the Company's core activity – "the storage and distribution of goods to consumer, commercial and public authorities in the Isle of Man and off-shore". The organisation's commitment is to ensure that:

- Corporate and customer information is protected against unauthorised access
- Information is protected through its access control policy and procedures
- We provide monthly Information security training and awareness for all employees
- We supply information of relevant business processes to all employees appropriate to their roles and responsibilities, monitored and updated quarterly
- We identify and meet all regulatory and legislative requirements, monitored and updated every six months
- We maintain and regularly test disaster recovery and business continuity plans for its business activities
- information security events and incidents are reported and investigated by the Performance management team weekly and opportunities for improvement will be identified and implemented
- We adhere to the requirements of ISO 27001:2013 Information Security Management standards
- We communicate this policy statement both internally and externally and on request

The management team are committed to continual improvement through a process of ongoing management reviews, risk assessments, regular internal/external audits and security incident reporting. The policy works in conjunction with our established ISO9001 Quality Management System and ISO14001 Environmental Management System and provides a framework for establishing and reviewing our information security objectives.

This policy is subject to annual review and is amended as necessary to ensure that it continues to be appropriate to the needs of the business. The management team is responsible for ensuring that this information security policy is communicated and understood at all levels.

*(Signed)*

*(Date)*

V1.1

15<sup>th</sup> November, 2017