

INFORMATION SECURITY POLICY

OpenSistemas recognizes the importance of identifying and protecting its information assets, avoiding the destruction, disclosure, modification and unauthorized use of all information related to customers, employees, prices, knowledge bases, manuals, case studies, codes source, strategy, management, and other concepts; committing to develop, implement, maintain and continuously improve the Information Security Management System (ISMS) based on the requirements of the **UNE ISO 27001: 2013 Standard**.

General Security Policies

- The Information Security Committee will be created, responsible for the maintenance, improvement and revision of the OpenSistemas Information Security Management System.
- OpenSistemas will implement controls to ensure the protection of information against any type of unauthorized access or violation of authenticity of users, as well as the loss of integrity in the information that has been guaranteed to customers and users within the framework of services offered by OpenSistemas
- All employees and collaborators of OpenSistemas will be responsible for the protection of the information to which they access and process, to avoid their loss, alteration, destruction or improper use.
- All employees and collaborators will be responsible for the reporting of Security Incidents, misuse of resources or suspicious activities that you identify. All violations committed to the Information Security Policies and Controls must be reported and recorded.
- The ISMS will ensure compliance with current legislation on information security, which is applicable to it due to activity.
- OpenSistemas will prepare a Business Continuity Plan to ensure the continuity of the organization's operations in the event of unforeseen events or possible natural disasters.
- A process of risk analysis is developed and according to its result, the corresponding actions are implemented in order to treat the risks that are considered unacceptable, according to the criteria established in the Management Manual.
- This policy is the reference framework to ensure the establishment and revision of the objectives of the management system, we will direct our efforts to control and correct non-conformities, by identifying and taking actions for continuous improvement on the needs that in terms of risks arise from the process of risk analysis handled.

We are committed to ensuring that this Policy is understood, implemented and maintained at all levels of the Company, and that documentary evidence of compliance is recorded. Likewise, this Policy will be maintained and reviewed periodically, communicated to all personnel and made available to the public.

General Management


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