

## **A-Z GLOBAL**

### **Objective and Scope**

Safely You acknowledges the significance of an efficient security program in safeguarding the company's employees, assets, information, integrity, and reputation against potential threats. Periodically, SafelyYou may revise this policy and implement varying levels of security controls for different information assets, considering risks and other factors. This policy adheres to security requirements specific to SafelyYou, including relevant laws and regulations.

The company's commitment is driven by fundamental core values, a code of conduct, and ethical business practices that shape and influence the operations of SafelyYou. These core values encompass professionalism, respect for employees, stakeholders, and customers, as well as a constant focus on health, safety, and environmental protection.

**Core Principles** SafelyYou acknowledges that secure operations rely on employee engagement, dedication, and accountability. All security activities must align with the general principles outlined in the company's Code of Conduct, Acceptable Use Policy, Information Security Policy, Internal Control Policy, Network Security Policy, and Physical Security Policy. These activities should also be in line with the Company's mission statement.

### **Policy**

The security and well-being of employees and customers must always be the primary focus of all business activities. The SafelyYou Security Team and Line Management have a continuous responsibility for the security aspects of the company's operations. The security organization and resources should reflect this commitment. Prevention should be given high priority, necessitating ongoing threat analysis and risk assessment. Readiness is essential to swiftly and effectively mitigate incidents. Response plans must be developed and tested to address identified risks. Staff involved in security matters on behalf of SafelyYou must exhibit a high level of professionalism, knowledge, and integrity. Their actions should be carefully monitored and held to exemplary standards. All incidents, including security breaches and irregularities, must be promptly reported and documented. Corrective

actions should be taken and followed up through regular verifications to enhance the overall security posture of the company. While introducing security measures to protect employees, personnel, and customers, SafelyYou strives to minimize the impact of these measures on all individuals involved. Whenever feasible, security procedures and guidelines should seamlessly integrate security and business activities.

## **Contact**

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