Information Security Policy

VTSL recognises that the disciplines of confidentiality, integrity and availability in Information Security Management are integral parts of its management function. The Management of VTSL views these as primary responsibilities and fundamental to the best practice of adopting appropriate Information Security Controls, along the lines laid down in the BS ISO 270001:2013 standard.

Because the needs of our business change we recognize that our management system must be continually changed and improved to meet our needs. To this effect, we are continually setting new objectives and regularly reviewing our processes.

Objectives

It is the policy of VTSL to ensure:

- Information is only accessible to authorised persons from within or outside the company
- Confidentiality of information is maintained
- Integrity of information is maintained throughout the process
- Business continuity plans are established, maintained, and tested
- All personnel are trained on the information security policy and are informed that compliance with the policy is mandatory
- All breaches of information security and suspected weaknesses are reported and investigated
- Study industry best practices and advancements in technology, proactively assess information security risks and implement solutions
- Complying with applicable legal, regulatory and contractual requirements
- Procedures exist to support the policy, including virus control measure, passwords, and continuity plans.
- Continuously monitoring all information systems to detect and prevent unauthorised activities
- To conduct annual risk assessment to ensure the risk to information in the care of VTSL is minimised or eliminated
- Providing continuous information security awareness and education to employees and stakeholders
- Business requirements for the availability of information and systems will be met
- All managers are directly responsible for implementing the policy and ensuring staff compliance in their respective departments
- This policy is reviewed annually during the ISO 27001 management review

It is important that all staff acknowledge their responsibility in these aspects and provide positive contribution to information security in conjunction with the policy.

David Walton
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