

## **Information Security Policy**

Value Engineering Centre (VEC) demonstrates its obligation to the security of all VEC and VEC managed personal and third party information by ensuring confidentiality, integrity, authenticity and information in all its form is available only to authorized personnel.

The Director is responsible for this policy including effective implementation, operation and review.

All staff are responsible for the application of this policy.

## We at VEC:

- Understand the importance of the information used, stored and retained.
- Ensure due diligence is applied to the security of all systems wherever information is stored by establishing the foundation for information and data security management.
- Confirm awareness of compliance with prevailing legislative or regulatory requirements.
- Ensure that authorized personnel comply with all VEC Policies and System while handling data and information
- Verify that information and applications are accessible only to authorized personnel.
- Communicate with all staff on confidentiality and security of information policy.

Mohammed Al Said Chairman

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