



Information Security Policy

- a. The policy's goal is to protect YHUK's information assets against external and internal, deliberate or accidental threats.
- b. The information security policy is supported by the establishment of other information security policies that may be developed and information security objectives. Information security objectives are established annually as part of the YHUK strategic planning and forecasting procedure.
- c. Performance of YHUK's information security objectives is evaluated and reviewed monthly at Operations meetings and annually during an QMS Management Review meeting. YHUK is committed to continually improving the suitability, adequacy and effectiveness of its information security practices. All persons working for, and on behalf of YHUK will be informed of the Information Security Policy. Upon request, controlled distribution copies of the YHUK Information Security Policy will be made available to interested parties.
- d. The Information security policy ensures that:
 - Information will be protected against all unauthorized access;
 - Confidentiality of information will be assured;
 - Integrity of information will be maintained;
 - Availability of information for business processes will be maintained;
 - Legislative, regulatory and other legal obligations will be met;
 - Business continuity plans will be developed, maintained and tested;
 - Information security training will be provided to and required of all employees;
 - All actual and suspected information security breaches will be reported to the MR, which will be escalated to the Product Management and IS Consultant and thoroughly investigated;
 - Business requirements for availability of information and systems are met.
- e. The Management Representative is responsible for maintaining the policy and providing support and advice during its implementation.
- f. This policy is approved by the CEO and is reviewed at regular intervals or upon significant change.

AUTHORIZED AND ENDORSED BY: Hui Yan DATE: 23 September 2021
CEO

NEXT REVIEW DATE: 24 September 2022

