

COMPANY MISSION

To provide excellent products and services that cater to our customers' needs and support the finance and human resource functions of all our clients, regardless of their size from SMEs to big corporations.

COMPANY VISION

Reveal the power of innovation in office automation.

ISMS(Information Security Management system) Policy Statement

It is the policy of the Organisation to maintain an information management system designed to meet the requirements of ISMS in pursuit of its primary objectives, the purpose and the context of the organisation.

It is the policy of the Organisation to:

- make the details of our policy known to all other interested parties including external where appropriate and determine the need for communication and by what methods relevant to the business management system.
- comply with all legal requirements, codes of practice and all other requirements applicable to our activities; therefore, as a company, we are committed to satisfy applicable requirements related to information security and the continual improvement of the ISMS.
- provide all the resources of equipment, trained and competent staff and any other requirements to enable these objectives to be met;
- ensure that all employees are made aware of their individual obligations in respect of this information security policy;
- maintain a management system that will achieve these objectives and seek continual improvement in the effectiveness and performance of our management system based on "risk".

This information security policy provides a framework for setting, monitoring, reviewing and achieving our objectives, programs and targets.

To ensure the company maintains its awareness for continuous improvement, the business management system is regularly reviewed by the "MR Committee and Steering Group" to ensure it remains appropriate and suitable to our business. The Business Management System is subject to both internal and external annual audits.

The scope of this policy relates to use of the database and computer systems operated by the company in pursuit of the company's business of providing IT services. It also relates where appropriate to external risk sources including functions which are outsourced.