

In order to ensure the correct development of business activity, ESCRIBANO MECHANICAL & ENGINEERING LTD deems very necessary that information systems must be well protected.

Consequently, and with the aim of guaranteeing the quality and excellence in the treatment of information, as well as its security, an **Information Security Management System has been developed and implemented according to ISO 27001:2013 standard**, which constitutes the reference framework to the achievement of this commitment.

The following Information Security Policy document establishes the guidelines and principles whereby ESCRIBANO MECHANICAL & ENGINEERING LTD guarantees the fulfilment of the following **security objectives** defined by the Management:

1. Reassert ESCRIBANO MECHANICAL & ENGINEERING LTD's **commitment** regarding information security, in line with its business strategy, leading and promoting security at all levels under this Policy, as well as to establish objectives relating to the security of information, providing the means necessary for the achievement of these objectives.
2. Define, develop and implement **technical and organizational controls, as well as information security principles** necessary to guarantee the **confidentiality, integrity and availability** of the information managed at ESCRIBANO MECHANICAL & ENGINEERING LTD.
3. Proceed with the **treatment of risks**, developing a methodology for their management that regularly analyses the degree of exposure of our important assets before those threats (whether they occur deliberately or accidentally) that can leverage certain vulnerabilities generating adverse impacts on the activities and / or important processes of our organization. Likewise, controls must be implemented that allow for the reduction of these risks to the accepted level of risk established by the organization.
4. Guarantee compliance with current legislation on personal data protection and information security, as well as all applicable legal, regulatory and contractual requirements.
5. Consider the security of information as a process of continuous improvement, allowing to enhance more advanced levels of security.
6. Promote a "**Information Security Culture**" among all ESCRIBANO MECHANICAL & ENGINEERING LTD stakeholders

The daily use of computer devices by personnel entails compliance with the requirements of the principles and rules established by the IT Department, and an inspection process is performed to confirm that they are respected and observed. The organization counts on the collaboration of all employees in the application of the established security policies, principles and rules.

The Information Security Policy is available to all ESCRIBANO MECHANICAL & ENGINEERING LTD stakeholders.

Visitors and external personnel accessing our facilities are not exempt from compliance with the obligations indicated in the ISMS documentation, and internal personnel will enforce its compliance.

Observance of this policy, as well as any other procedure or regulation established by the IT in the field of Information Security, **is mandatory and concerns all personnel in the organization**

Javier Escribano Ruiz

President