

Information Security Policy

Objective

The overall objective of the Information Security Management System (ISMS) is to safeguard TET's information assets from security risks that could adversely affect the quality of service and the company's reputation with customers, suppliers and other interested parties.

Policy

The ISMS defines methods and accountabilities for managing information to preserve:

- Confidentiality – to prevent unauthorised disclosure of information
- Integrity – to ensure that information is correct and complete. All systems, assets and networks shall operate correctly, according to specifications.
- Availability – to ensure that information is available to authorised users who need it when they need it

The ISMS maintains compliance with relevant regulations and legislation. It is compliant with the ISO 27001:2013 standard. Risk assessments will be conducted regularly or when significant changes occur to TET's information and other relevant assets. The outcome of the risk assessments will be used to help evaluate the effectiveness of the ISMS and set information security priorities.

Responsibility for maintaining compliance with ISO 27001:2013 and reporting on the performance of the information security management system is assigned to the operations director, reporting to the managing director. All departments and personnel must comply with relevant ISMS procedures: information security is everyone's responsibility.

The ISMS defines standards for information processing and handling that are communicated to all personnel, covering policies and procedures and physical and technical security. It sets standards for handling security weaknesses to minimise their effect on customers and other interested parties, minimise their impact on TET operations and preserve TET's reputation in the marketplace.

The ISMS is subject to regular internal and independent auditing, and the ISMS defines specific objectives for information security that are measured and reviewed, with improvement targets set as part of periodic management reviews.

TET is committed to continual improvement of the ISMS via:

- The outputs of internal and external audits
- The production of periodic management reviews
- Improvements identified from the regular operation of the ISMS
- Lessons learned from information security incidents and any further sources relevant to the operation of the ISMS

Approval of the Information Security Policy and commitment to the objectives of the ISMS:

David Joyce, Managing Director – TET Ltd