IT POLICY STATEMENT

The management of Ross-shire Engineering, RSE and Prime Pumps, PP, are committed to ensuring that our IT systems, infrastructure, hardware and software are fully managed, maintained and supported.

All IT services used by RSE and PP are managed through the Envoy Group IT department;

RSE and PP comply with all Envoy Group IT related Policies and Procedures with regards to procurement, support of services, software and equipment required to satisfy the business needs.

Envoy Group IT are responsible for:

◆ The management of all IT services, Infrastructure and software related support development across the Envoy Group;

◆ Managing and maintaining procedures and practices that aim to protect the companies information assets from all threats, deliberate, malicious or accidental;

◆ Providing a central point of contact for all IT related matters and are consulted with regards to procurement of hardware services or suppliers;

◆ Analysis and development of internal IT systems and their integration with 3rd party applications are managed through the Business Solutions department;

◆ Management of 3rd parties engaged to supply specialist support and delivery services on behalf of IT;

◆ Ensuring that IT Technical services endeavour to operate within the Information Technology Infrastructure Library (ITIL) and ISO 27001 framework and any other applicable standards as deemed necessary;

◆ Increasing end user awareness of Cyber Security and Fraud though provision of training for all existing and new IT users;

◆ Consulting with appropriate 3rd parties to ensure compliance with legislation and industry standards.

In support of this policy, Envoy Group have IT processes and procedures in place governing the following:

◆ Information Technology Policy Statement;

◆ IT Security;

◆ IT Acceptable Use;

◆ IT User Management;

◆ IT Data Protection;

◆ Data Storage and Backup.

The Directors will review this policy annually, and revise or update it as necessary

Ian Hart :-

Director
Prime Pumps Ltd