## **Integrated Policy**



Consulting Informático de Cantabria, CIC, is a Spanish consulting firm that specializes in the design, development and implementation of information technology and telecommunications projects.

#### MISSION STATEMENT

#### **Quality Service**

To offer our customers the best possible service, variety, quality and value in our products and projects, possessing the highest technological standards. Our commitment is creating value in the development of our customers' business activities.

#### Information Security

To ensure the security of information and the continued availability of services, protecting information assets, maintaining and continually improving the ISMS in place by establishing security objectives and raising staff awareness in a stable and continuous way. In order to carry this out, the following basic principles will be taken into account: security as an integral process, risk-based security management, prevention, detection, response and preservation, the existence of lines of defense, continuous monitoring, periodic re-evaluation and the division of responsibilities.

- a) Organization and deployment of the security process
- b) Risk analysis and management
- c) Personnel management
- d) Professionalism
- e) Access control authorization
- f) Site protection
- g) Acquisition of security products and contracting of security services

Security procedures at CIC will be carried out taking into account the following minimum requirements,

- h) Least privilege
- i) System security integrity and updating
- j) Protection of stored and in-transit information
- k) Prevention of other interconnected information systems
- I) Logging of activity and detection of malicious codes
- m) Security incidents
- n) Business continuity
- o) Continuous improvement of the security process

## Our customers

Our aim is to become a technological partner of choice to help our customers meet their business objectives, modernizing their activity with the highest levels of quality and safety, fulfilling their needs and while maintaining the regulatory and legal requirements applicable to their business.

## Added Value

We combine a wide range of services in the ICT field coupled with a broad variety of products in which we bring experience and give added value to our clients and, consequently, to society as a whole.

## We haven't forgotten to:

Implement a process of continuous improvement by periodically checking and updating our Integrated Management System, establishing and revising the quality, environmental and information security objectives, as well as managing, reviewing and updating the certificates related to the system as indicated in the control of documents and records (PCAS04.02.01).

Be committed to the protection of the environment and the prevention of pollution by promoting the efficient use of energy, promoting the reuse and recycling of the waste we have generated, always complying with the applicable legal requirements that affect our business activity.

Ensure that business requirements regarding information security are met and that all information used, both proprietary and stakeholder, is protected against loss of availability, confidentiality, integrity, traceability and authenticity. Thereby, making sure that we are always complying with the applicable legislation or other demands that are included in the document list of applicable legislation and other requirements (F04.03.02.00.01).

**CIC** processes personal data in accordance with the current legislation, as reflected in the GDPR document entitled Processing Operations (PS04.02.17). All our information systems comply with the security required according to the nature and purpose of the data processed.

Lastly, **CIC** is directly involved in all safety decisions to ensure proper coordination, clear support and control of safety initiatives, as indicated in the document Safety Committee (PS04.02.05). In it, a description of each of its members' responsibilities is outlined, the aim of which is promoting the implementation and improvement in the field of security.

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#### **VISION**

**CIC** aims at becoming a leading local and international business group in the ICT field. We want to be recognized for our quality of services, capacity for innovation, commitment and reliability in the projects and products we develop and carry out.

**CIC**'s values are the principles and the basis of the company's ethical culture, so it is important that all members of the organization are aware of them. Five words can sum up our philosophy:

- Ethics
- Passion
- Commitment
- Innovation
- Growth

**CIC** will make this policy available to all its staff or anyone representing the company and to all or any interested parts.

Santander, date of signature General Manager,

D. Ramón López Trueba