STANDARD FORMS & REGISTERS
Version: 1.2 Date: 19/06/2025

INFORMATION SECURITY POLICY STATEMENT

Micro Pro's policies require the business to continuously exercise due care and due diligence to protect Information Systems from unauthorised access, use, disclosure, destruction, modification, disruption or distribution.

This will ensure that our reputation with our clients is maintained through confidentiality, integrity and availability.

Management will ensure business, legal, and regulatory requirements, e.g. GDPR and contractual security obligations, are conformed to and monitored effectively.

Risk Assessments against agreed criteria will be continuously undertaken.

The Management Team bears the responsibility for establishing and maintaining the system and undertakes to ensure its integrity is maintained through instruction and training of its personnel and that each employee has a proper understanding of what is required of them.

Equally, every employee has a personal responsibility to maintain this integrity.

Further, Management will ensure all subcontractors employed for a particular function meet the specified requirements and accept responsibility for their actions.

The Organisation has a Policy of Continuous Improvement and Objective setting in line with the ISO 27001:2022 Standard.

The Information Security Management System will be monitored regularly under the Top Management's ultimate responsibility, with regular reporting of the status and effectiveness at all levels.

Position: Executive Director
Name: Shaun Groenewald
Date: 19/06/2025

AST REVIEW DATE: 19/06/2025	**NEXT REVIEW DATE: Q3 2026**