INFORMATION, INFORMATION TECHNOLOGY AND INFORMATION SECURITY POLICY

1. Introduction

The Board is responsible for information governance within the organisation and ensures that the performance of the information and information technology systems leads to business benefits and creates value.

At Board level, the Chairperson and the Company Secretary ensure that Directors receive adequate, timely and accurate information to be able to discharge their duties. Directors are under obligations to keep all information confidential. Where necessary in the discharge of their duties, all directors may seek independent professional advice at the Company's expense. The Company has adequate Directors & Officers insurance.

2. Scope and Vision

This policy applies to employees, contractors, consultants, temporaries, and other workers at the Company, including all personnel affiliated with third parties. This policy applies to all equipment that is owned or leased by the Company.

Our vision is to continuously deliver efficient and effective information technology that enables business and excellent customer service, within PIML's acceptable risk tolerance.

Key infrastructure-related developments reducing our environmental footprint and improving our IT efficiency include the following:

• Continued focus on virtualisation as the cornerstone of our computer and storage infrastructure

• Continued consideration of cloud-based services to reduce physical infrastructure and energy requirements

• Consolidation of databases to further reduce the hardware footprint and power

• Continued reduction in physical paper requirements.

3. Purpose

Day-to-day IT governance and security issues are delegated to senior management. IT expenses are monitored through the budgeting process. The Company has in place a number of IT policies, the purposes of which are to:

- to clarify the requirements, prohibitions, and procedures applicable to the use of the Company's computing and network resources;
- provide guidelines to encourage responsible behaviour and good management practice;
- ensure that IT facilities and services provided by the Company are used legally, securely, effectively and in a spirit of co-operation and trust.

The policies cover a range of aspects, including physical security, users access & passwords, computer viruses, installation & modifications of the IT systems, emails, internet, copyrights & license agreements, smart devices, confidentiality and remote access. Given the sensitivity of these policies, the Company is still considering the appropriateness of having these policies on the website.