



LENDELL OUTSOURCING SOLUTIONS, INC. INFORMATION SECURITY POLICY

LENDELL OUTSOURCING SOLUTIONS, INC. is committed towards securing the Confidentiality, Integrity and Availability of information for the day-to-day Business and Technical operations covering background investigation and pre-employment screening, credit investigation, property check & court verification, research-related & survey services, appraisal, and collection management. The security of information and other assets is therefore regarded as fundamental for the successful business operation of **LENDELL OUTSOURCING SOLUTIONS, INC.**

LENDELL OUTSOURCING SOLUTIONS, INC. has adopted an Information Security Management System (ISMS) comprising of the Information Security Policies, Procedures and Processes to effectively protect data/information of **LENDELL OUTSOURCING SOLUTIONS, INC.**, and its customers from information security threats, whether internal or external, deliberate or accidental. ISMS in **LENDELL OUTSOURCING SOLUTIONS, INC.** is aligned to the requirements of **ISO/IEC 27001: 2013**.

The management of **LENDELL OUTSOURCING SOLUTIONS, INC.** is committed to ensure that:

- ✓ Regulatory and legislative requirements applicable to **LENDELL OUTSOURCING SOLUTIONS, INC** are met
- ✓ The confidentiality of information is protected and prevent disclosure of valuable or sensitive information
- ✓ The integrity of information is maintained to ensure its accuracy and completeness
- ✓ The availability of information is maintained to meet business needs and client's requirements
- ✓ Business continuity plans are developed, maintained, and tested
- ✓ Information security awareness is provided to all **LENDELL OUTSOURCING SOLUTIONS, INC** employees
- ✓ Incident management process is established and implemented to ensure that all breaches of information security, actual or suspected are reported and investigated
- ✓ Risks are mitigated to an acceptable level through a risk management framework
- ✓ The information security management system is continually improved
- ✓ Appropriate resources are allocated to implement, operate, and review an effective Information Security Management System
- ✓ All stakeholders are responsible for implementation of respective security policies and procedures within their area of operation, and oversee adherence by their team members

LENDELL OUTSOURCING SOLUTIONS, INC. management acknowledges the need of continual improvement and has introduced various methods to ensure that effectiveness and continual improvement of the processes are achieved.

LENDELL OUTSOURCING SOLUTIONS, INC. shall ensure that the review of the Information Security Policy and related documents is performed at least on an annual basis or when significant changes occur to ensure suitability, adequacy, and effectiveness of the **ISMS** framework.

Signed:


CONRADO M. VILLENA, JR.
CEO | PRESIDENT