

Purpose

This policy statement outlines the Wade Group endorsement and intent for Information Security Management System (ISMS) within Wade Group's IT Systems. Its purpose is to communicate our ISM's expectations to all those delivering services on our behalf or working on our premises.

Some aspects of our operations, including handling personal or confidential data and having privileged access to locations, present clear information security requirements, however, it is expected that we treat all our client and internal hard copy and electronic information in a secure manner throughout all our processes.

Our overall ISMS objective is to protect the organisation from incidents that might have an adverse effect on the people we work with, our business operations and our professional standing. Information Security issues can include Confidentiality (people obtaining or disclosing information inappropriately), Integrity (information being altered or erroneously validated, whether deliberate or accidental) and Availability (information not being accessible when it is required). Many types of incidents can pose a threat to our effective use of information. This includes performance, consistency, reliability, accuracy, and timeliness.

The Information Security Policy below provides the framework by which we take account of these principles and using this framework, we will assess and manage ISMS risk. We shall also understand and comply with any applicable ISMS or related legal/regulatory requirements and conform to requirements of ISO 27001:2022.

This statement has been prepared to demonstrate a commitment to continual improvement within our Information Security Management System. This message shall be communicated and understood throughout Wade Group, and all persons performing work on our behalf are expected to share this commitment to these values.

It is the responsibility of all our staff, regardless of grade, to become familiar with our security processes and to comply with all information security and privacy policies and the procedures that underpin them.

This Policy Statement shall be made available to all Interested Parties upon request and shall be communicated and adhered to by all employees, temporary staff, contractors, and visitors who enter any of our worksites.

Review Protocol:	
Policy Owner:	Wade Group Management Team
Approved By:	Managing Director
Policy Reviewed By:	Management Team
Date Reviewed:	9 August 2024
Next Review Date:	9 August 2025

			
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