

# Information Security Policy Statement

Day Translation is a Professional Translation Services and Human Interpreting Solutions Provider across the globe, and we take a comprehensive approach and commitment to information security across the business. This includes employees, workflows, business processes, and the technology used to manage data and business assets.

Day Translations is committed to implementing and maintaining security processes in compliance with **ISO/IEC 27001** and continuously improving our information security practices.

**Day Translations will provide a secure and reliable IT environment, and we commit to:**

- Developing a security framework;
- Providing uninterrupted services using a BCP framework (Business Continuity Plan);
- Developing and maintaining security policies and controls designed to meet the requirements of **ISO/IEC 27001**.
- Setting up policies, systems, procedures, and standards to decrease the probability and impact of security risk on its information resources;
- Ensuring that every team member shares the responsibility for effective information security by creating awareness and educating all internal stakeholders;
- Making decisions based on security considerations;
- Implementing an Information Security Management System (ISMS) and ensuring it is maintained, continually improved, and supported with adequate resources to achieve the objectives set in this Policy Statement.

Our approach to achieving these objectives is to enhance our information security through investment in technology, processes, and team member skills. This will improve how we manage our business and deliver services to our customers. Underpinning our approach to information security is the Group Risk Management Framework, which allows the company to present threats, risks, and opportunities for management reviews.

This policy statement shall be easily accessible to all team members and for online public viewing at [www.daytranslations.com](http://www.daytranslations.com). All team members are asked to take particular care in their approach to security and accept their essential role in maintaining an effective information security program throughout Day Translations.



**Sean Patrick Hopwood**



Chief Executive Officer, Day Translations Inc.  
& its subsidiaries

