



INFORMATION SECURITY MANAGEMENT SYSTEM POLICY

Qatar Fuel Additives Company Limited (QAFAC), a producer of Methanol and Methyl Tertiary Butyl Ether (MTBE), is committed towards information security in every aspects of its business operations.

QAFAC objective is to safeguard its information assets and information systems whilst conducting its business, and shall embrace the following fundamental elements of information security:-

- **Protect the organization's information assets against all internal, external, deliberate or accidental threats.**
- **Comply with applicable legislative, regulatory, contractual obligations and other information security requirements.**
- **Protect information against unintended disclosure and unauthorized access.**
- **Preserve and maintain Confidentiality, Integrity and Availability of information.**
- **Integrate information security with work processes that identify, assess and treat risks and opportunities in order to address vulnerabilities and threats to information.**
- **Develop, maintain, test and institute controls for business continuity plan.**
- **Report all actual or suspected information security breaches for investigation and mitigation.**
- **Provide awareness and training to employees and contractors, where relevant.**
- **Strive for continual improvement of information security management system.**

Issued by:


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