



Information Security Policy

The goal of the Information Security Management System is to ensure the continuity of the ONYX STUDIO MALAYSIA SDN. BHD. Petaling Jaya, Selangor, Malaysia business and to reduce the level of information security risk to a minimum.

The Information Security Policy ensures the following:

- Protection of information from unauthorised access;
- Confidentiality of information;
- Integrity of information and its correctness and completeness;
- Availability of information for business processes in real time;
- Respect and fulfilment of legal and contractual regulations;
- Defined risk assessment methodology that contains criteria for assessing the risk of information security and is a guideline for defining and reviewing the Information Security Management System;
- Information security training is available and mandatory for all employees;
- Business continuity plans are created, maintained and reviewed;
- All actual or potential breaches of information security are recorded and thoroughly investigated.

All managers are directly responsible for the implementation of the Information Security Policy in their organisational units and for ensuring that employees comply with this policy, keeping user trade secrets and protecting user privacy.

To ensure that services continue with minimal disruption, the main risks that threaten business continuity and service provision are identified, and appropriate prevention measures and quick recovery strategies are developed, implemented and maintained. By ensuring the confidentiality, integrity and availability of information, ONYX has assessed and continuously reviews the risks with the application of appropriate measures. In order to achieve constant improvement and promotion of all aspects of our business, the realisation of established goals and to have an effective, measurable and efficient management system, I expect full support and maximum commitment from all employees, and above all from the top management of ONYX.

The HEAD OF OPERATIONS of the company assumes direct responsibility for the implementation of this policy

Our ISO certificate can be found on this [link](#).

Date

23. Feb. 2024.

HEAD OF OPERATIONS signature

A handwritten signature in black ink, consisting of a stylized 'H' and 'O' followed by a vertical line and a dot.