

INFORMATION SECURITY POLICY

Papoutsanis company is one of the top Greek companies with a reach legacy, today consisting one of the greatest soap and liquid cosmetics in Europe producing over 100 million of products on a yearly basis. The company has the biggest unit of verticalized production in the Balkans and is one of the most technologically grown companies, daily creating novelties and the finest products with substances that raise the quality standards within the Greek and the International markets.

The Company applies a policy for the safety of information, recognizing the vital significance of information and informational systems to its business functions aiming to:

- secure confidentiality, integrity and availability of the information it uses
- secure the availability of the correct function of informational systems
- face on a timely manner the incidents that may possibly place a risk on the business functions of the Company
- comply with the legal and statutory requirements
- constantly improve the standards of the safety of information

For this purpose

- The organizational structures are set, which are important for overviewing the topics related to the information security
- The technical measures are set for the auditing and limitation of access to information and informational systems
- The means to gradate information depending on the importance and their value are determined
- The necessary actions are being described for the safety of the information during the stage of processing, saving and transferring.
- The methods of keeping the staff and the Company's partners updated and trained to topics related to information security
- The methods of facing information security events are being defined
- The means are being described, according to which the safe continuance of the business functions of the Company are secured in cases of a malfunction of the informational systems or in cases of a disaster

Papoutsanis realizes evaluations of the risks related to the safety of information at regular intervals and takes the appropriate measures for their treatment. The Company applies a framework of evaluating the effectiveness of the procedures of security information through which the performance indexes are set, describes the methodology of their counting and regular reports are being created, which are being reviewed from the Company's Management aiming at the continuous system improvement.

The Information Security Officer has the responsibility for auditing and watching the policies and procedures that are related to the information security and the adoption of the necessary initiatives for the elimination of all those factors that can compromise the availability, integrity and confidentiality of the Company's information.

All of Papoutsanis' employees and associates, with access to information and the Company's information systems, is responsible for observing the rules of implemented information security policies.