

PHI TECH Solutions

PTS-ISMS-POL-PIS

Policy for Information Security

1. Purpose & Strategic Intent

Phi Tech Solutions (No. 18, St. 2, Block M, New City Phase II, Wah Cantt, Pakistan) is committed to safeguarding the **Confidentiality, Integrity, and Availability (CIA)** of its information assets, intellectual property, and client data. This policy establishes the top-level ISMS framework to protect business operations, maintain client trust, and ensure compliance with regulatory and contractual obligations across all industrial, digital, and engineering service operations.

2. Scope & Applicability

This policy applies to all personnel (full-time employees, contractors, temporary staff), physical facilities, corporate networks, cloud infrastructure, and technical assets owned, managed, or operated by Phi Tech Solutions.

3. Core Principles & Governance Rules

- **Confidentiality (Least Privilege):** Access to client data, industrial designs, code, and sensitive systems is granted strictly on a *need-to-know* and *least-privilege* basis.
- **Integrity (Data & System Quality):** Critical systems, engineering models, and analytics must maintain accurate, tamper-proof data via robust change management and multi-factor access controls.
- **Availability (Business Resiliency):** Infrastructure, networks, and cloud applications must be regularly backed up, monitored, and maintained to ensure continuous operational uptime.
- **Risk Management:** Security risks targeting physical premises, cloud platforms, and engineering workflows are systematically assessed, treated, and reviewed at least annually.
- **Legal & Regulatory Compliance:** Operations must align with applicable regional laws, data privacy standards, and contractual commitments made to partners and clients.

4. Key Security Responsibilities

Role	Core Security Duty
Executive Management	Allocates ISMS resources, approves security strategies, and enforces compliance.
Security / IT Lead	Oversees technical controls, vulnerability management, and incident response operations.
Employees & Contractors	Follows security guidelines, uses assets responsibly, and reports security incidents immediately.

5. Violations & Continuous Improvement

Non-compliance with this policy may lead to disciplinary action up to termination of employment or legal proceedings. Phi Tech Solutions ensures the continuous suitability and effectiveness of this ISMS through annual management reviews, internal audits, and proactive risk treatments.

Position: Chief Executive Officer, Phi Tech Solutions

Date: July 28, 2026