ERYRI CONSULTING LIMITED
Health, Safety, Quality & Environmental Consultancy
www.eryriconsulting.co.uk

Information Security Policy

In the **Provision of B2B consultancy services encompassing ISO standards, principal designer, CDM regulations, health & safety, accident & incident investigation as well as awareness and training to private and public sectors across the UK**, Eryri Consulting Limited is committed to ensuring that clients know their data will be kept private and secure. **The Managing Director** – who is Data Protection Lead - **requires all employees to apply information security in accordance with the established policies and procedures of the organisation.**

Objectives - We **continuously improve** security through application of best practice, technology, innovation and development of quality suppliers and sub-contractors. We use Data Protection Impact Assessments to identify and analyse information risks. Each year, we provide a framework to set and review information security objectives and are able to demonstrate our commitment in our company culture and processes.

Requirements - All applicable legal, statutory, and contractual requirements regarding information security will be fulfilled. We will do this by understanding the legislation, regularly reviewing it, and ensuring robust measures to comply with it. To comply with GDPR, this Information Security & Privacy Policy makes clear that we process our client's data on the legal basis of Consent and Contract, in order to provide the requested services to them. If we need to contact clients on the legal basis of Legitimate Interest, The Data Protection Lead completes a Legitimate Interests Assessment (LIA). Users are required to follow the company's practices in the use of secret authentication information.

Risk Management - Risk-based thinking is employed in relation to information security. We define and apply information security risk assessments and risk treatments, including employing the PDCA cycle to review, revise and **continually improve** these processes. Electronic data is backed up to preserve its integrity, and information processing facilities are protected within a physical security perimeter. The secure area of our office is protected by appropriate entry controls that only authorised personnel are allowed to access.

Responsibilities - Responsibility for the successful implementation of this policy, in practice, lies with the Managing Director, who is in charge of access control (including equipment) and who must approve use of removable media and teleworking. All employees at Eryri Consulting Limited understand that they have a responsibility to adhere to Processes and to seek to **continually improve** the efficiency and quality of the protection of information. **All** staff receive awareness education and training in information security.

Communication - In order to promote a positive commitment to information security, the Managing Director ensures that the Policy and targets and objectives are cascaded throughout Eryri Consulting Limited and are clearly understood. Employees are supported in their learning and development and are encouraged to put forward suggestions for **continuously improving** the business operations.

Support – Eryri Consulting Limited is committed to achieving this policy through the application of an Integrated Management System. This involves providing sufficient resources – including physical security - for the effective use of documented company Processes, process flows and work instructions. Awareness of the need for security is built into our Starters and Leavers Process, and training and development are provided to equip all staff with the skills and competencies necessary to deliver quality of service and product. Equipment is correctly maintained to ensure it continued availability and integrity.

Copies of our Roles, Responsibilities & Authorities Matrix, our Processes, and ISO Certification can be forwarded to interested parties on request.

Signed:		Mr. P. Glyn Hughes
January 2026	Managing Director – Eryri Consulting Limited	

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