INTEGER WEALTH GLOBAL

POLICY DOCUMENT - 20230816/01

Data Breach Policy

16 August 2023

Purpose

In the event of a data breach, immediate and effective action is required in order to prevent any potential or further loss or damage to IWG and/or any third party. This Policy is subject to all international Data Protection Legislation in the jurisdictions where IWG conducts its business and services. IWG is therefore herewith committed to the implementation of all regulatory data protection measures as well as to the cooperation with any regulatory investigation in the event of any data breach resulting in any damage.

Scope

This policy applies to all employees, contractors, and stakeholders involved in IWG's operations.

Procedures

Here are the steps to take in the event of a data breach:

1. Containment:

1.1 Isolate affected systems or networks to prevent further damage.
1.2 Disable compromised accounts or services.

2. Assessment:

2.1 Investigate the breach to understand its scope and impact.
2.2 Identify the type of data exposed (e.g., personal information, financial records).

3. Notification:

3.1 Notify affected party/parties promptly and without delay.
3.2 Comply with legal requirements immediately for data breach notifications and reports.

4. Communication:

4.1 Inform relevant stakeholders (management, legal, IT) about the breach.
4.2 Coordinate communication with PR and customer support teams.

5. Remediation:

5.1 Repair vulnerabilities that led to the breach.
5.2 Strengthen security measures (e.g., access controls, encryption).

6. Forensics and Documentation:

6.1 Preserve evidence for investigation.
6.2 Document actions taken during the incident response.

7. Legal and Regulatory Compliance:

7.1 Consult legal counsel to ensure compliance with data protection laws.
7.2 Report the breach to relevant authorities (if required).

Kindly always consider that prevention is key. Regular security audits, employee training, and robust security protocols can help minimize the risk of data breaches.