



# Supplier Information Security Policy

NEC XON Holdings (Pty) Ltd

Document Number: IS\_POL\_001460

24/06/2024

## Document Details

		Signatures with Date
<b>Title</b>	NEC XON Holdings (Pty) Ltd – Supplier Information Security Policy v1	
<b>Version</b>	1	
<b>Classification</b>	Public	
<b>Release Date</b>	24/06/2024	
<b>Description</b>	The purpose of this policy is to establish the information security requirements for suppliers who have access to the organisation's information systems, data, and other sensitive information.	
<b>Review Date</b>	24/06/2025	
<b>Author</b>	Chief Information Officer	<i>Durandt Eksteen</i>
<b>Approved By</b>	Chief Executive Officer	
<b>Reviewed By</b>	Chief Operating Officer	
<b>Reviewed By</b>	General Manager: Financial Management	<u><i>M Weideman</i></u> M Weideman (Jun 25, 2024 12:03 GMT+2)

## Distribution List

Status
Internal Only

## Version History

<i>Version</i>	<i>Revision Date</i>	<i>Reviewer/ Custodian Name</i>	<i>Approver Name</i>	<i>Brief Description of Amendments</i>
1	24/06/2024	Durandt Eksteen	Durandt Eksteen / Bart van Buynder / Carel Coetzee	Creation of Supplier Information Security Policy

## Contents

1. Purpose .....	5
2. Scope .....	5
3. Policy Statement .....	5
3.1 Contractual Obligations.....	5
3.2 Access Control .....	5
3.3 Data Protection .....	5
3.4 Incident Management.....	5
3.5 Auditing Requirements.....	5
4. Roles and Responsibilities.....	5
5. Monitoring and Review .....	6
6. Enforcement.....	6

## 1. Purpose

The purpose of this policy is to establish the information security requirements for suppliers who have access to the organisation's information systems, data, and other sensitive information.

## 2. Scope

This policy applies to all suppliers, vendors, and third-party service providers who interact with the organisation's information systems and data.

## 3. Policy Statement

### 3.1 Contractual Obligations

Information Security requirements must be included in all supplier contracts. This includes compliance with relevant laws, regulations, and standards.

### 3.2 Access Control

Suppliers must adhere to the organization's access control policies, ensuring that only authorized personnel have access to sensitive information.

### 3.3 Data Protection

Suppliers must implement appropriate measures to protect the confidentiality, integrity, and availability of data.

### 3.4 Incident Management

Suppliers must have an incident management process in place and must report any information security incidents to the organisation immediately.

### 3.5 Auditing Requirements

Suppliers must comply with any information security audits and assessments that may be conducted by the organisation.

## 4. Roles and Responsibilities

- **Supplier Management Team:** Responsible for distributing and receiving the supplier assessments and ensuring compliance with this policy.

- **Chief Information Officer:** Responsible for reviewing the assessment in line with Risk Management Processes and Procedure as, as well as reverting to the supplier surrounding the findings and requirements.
- **Suppliers:** Responsible for adhering to the information security requirements outlined in this policy and reporting any information security incidents, as well as any changes on the supplier's side that may impact the supplier's information security whether positively or negatively.

## 5. Monitoring and Review

This policy will be reviewed annually or as needed to ensure its effectiveness and compliance with applicable laws and regulations.

## 6. Enforcement

Non-compliance with this policy may result in termination of the supplier contract and other legal actions.











# NEC XON Holdings (Pty) Ltd - Supplier Information Security Policy v1

Final Audit Report

2024-06-25

Created:	2024-06-25
By:	Durandt Eksteen (durandt@nec.xon.co.za)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAnBkOyAskPlbpZgPkWRRxIP-mb-I0jMjq

## "NEC XON Holdings (Pty) Ltd - Supplier Information Security Policy v1" History

-  Document created by Durandt Eksteen (durandt@nec.xon.co.za)  
2024-06-25 - 09:48:51 GMT - IP address: 165.49.84.152
-  Document e-signed by Durandt Eksteen (durandt@nec.xon.co.za)  
Signature Date: 2024-06-25 - 09:50:36 GMT - Time Source: server- IP address: 165.49.84.152
-  Document emailed to mariaan.weideman@nec.xon.co.za for signature  
2024-06-25 - 09:50:37 GMT
-  Email viewed by mariaan.weideman@nec.xon.co.za  
2024-06-25 - 10:02:53 GMT - IP address: 104.47.11.62
-  Signer mariaan.weideman@nec.xon.co.za entered name at signing as M Weideman  
2024-06-25 - 10:03:08 GMT - IP address: 196.223.192.2
-  Document e-signed by M Weideman (mariaan.weideman@nec.xon.co.za)  
Signature Date: 2024-06-25 - 10:03:10 GMT - Time Source: server- IP address: 196.223.192.2
-  Document emailed to bart.vanbuynder@nec.xon.co.za for signature  
2024-06-25 - 10:03:11 GMT
-  Email viewed by bart.vanbuynder@nec.xon.co.za  
2024-06-25 - 10:12:21 GMT - IP address: 104.47.11.62
-  Signer bart.vanbuynder@nec.xon.co.za entered name at signing as Bart van Buynder  
2024-06-25 - 10:12:52 GMT - IP address: 196.223.192.130
-  Document e-signed by Bart van Buynder (bart.vanbuynder@nec.xon.co.za)  
Signature Date: 2024-06-25 - 10:12:54 GMT - Time Source: server- IP address: 196.223.192.130

 Document emailed to carel.coetzee@nec.xon.co.za for signature


2024-06-25 - 10:12:55 GMT

 Email viewed by carel.coetzee@nec.xon.co.za

2024-06-25 - 10:23:59 GMT- IP address: 41.193.88.107

 Signer carel.coetzee@nec.xon.co.za entered name at signing as Jan Carel Coetzee

2024-06-25 - 10:24:37 GMT- IP address: 41.193.88.107

 Document e-signed by Jan Carel Coetzee (carel.coetzee@nec.xon.co.za)

Signature Date: 2024-06-25 - 10:24:39 GMT - Time Source: server- IP address: 41.193.88.107

 Agreement completed.

2024-06-25 - 10:24:39 GMT