

QUALITY AND INFORMATION SECURITY POLICY

All the actions of those making up **SAGARDOY & LEGAL EXPAT** are aimed at satisfying the needs of our clients. In order to strengthen our commitment to Quality and Information Security, the Organisation has decided to implement a Quality and Information Security Management System, in accordance with the international standards UNE-EN-ISO 9001: 2015 and ISO 27001:2013.

This implementation implies compliance with applicable regulatory and legal requirements, as well as with the commitment to continuous improvement within the framework of the integrated Quality and Information Security management system.

Specifically, the Management Policy of **SAGARDOY & LEGAL EXPAT** is defined as follows:

Commitment to the client to provide them with the necessary and appropriate solutions for their circumstances, maintaining the link over time and fostering confidence in the Quality and Excellence of our work, as well as in the fulfilment of the information security requirements associated with the services provided by **SAGARDOY & LEGAL EXPAT**.

Efficient allocation of duties and functions so that the concept of quality and information security is present at all levels and activities.

Raising awareness and motivating staff on the importance of the implementation and development of a Quality and Information Security Management System, guaranteeing their training for the correct performance of their activities within the organisation.

Ensuring the security of the information systems, as well as the information systems supporting the services provided by **SAGARDOY & LEGAL EXPAT** to its clients.

Establishing objectives and goals focused on the evaluation of information security performance, as well as the continuous improvement of our activities, regulated in the Management System that develops this policy.

Establishing the required controls and security measures to safeguard the integrity, confidentiality and availability of the information.

Implementing and maintaining the internal management and control measures to comply with the requirements and continuously improve the effectiveness of the Quality System and the Information Security System and thus ensure the satisfaction of our customers.

Considering these guidelines, the firm reiterates its firm commitment to join efforts to achieve these objectives, so that this policy is understood, implemented and kept up to date at all levels of the organisation.

Madrid, 7 June 2023

The company Management