

4745 Chippendale Drive
Sacramento, California 95841

Information Security Policy

TeleDirect works with a variety of information critical to our ongoing success. To protect our clients, callers, employees and TeleDirect, we must ensure information integrity, confidentiality, and accessibility is maintained. Our ISMS objectives are established once the risks unique to our business are evaluated. Risks are evaluated by identifying the threats that present the most danger and our vulnerability to those threats, taking into account the value of the asset at risk. We measure our success controlling these risks through regular reviews and audits where we examine the logs and controls in place to detect security incidents.

Our objective is to have no security incidents that result in the loss of data confidentiality, accessibility or integrity each quarter. To measure this objective we review our firewall logs, server reports and security incident reports during each audit. If our audit produces a risk to our information security, continuity or compliance with our legal or contractual obligations an immediate risk assessment is done and corrective action taken.

Thomas Coshow, CEO

Definitions

When TeleDirect refers to data accessibility, we mean that data is available on-demand to any authorized entity, whether a caller, client, or employee.



Seminar Edge



Work the Lead




Fill the Lot

4745 Chippendale Drive
 Sacramento, California 95841

When TeleDirect refers to data confidentiality, we mean that data is not available to any unauthorized entity.

When TeleDirect refers to data integrity, we mean the safeguarding of the accuracy and completeness of data.

	Information Security Policy	TD02
<u>Owner</u> ISMS Manager	<u>Revision Number</u> 01.01	<u>Effective Date</u> 10/23/07

Find Your Solution Today



Seminar Edge



Work the Lead



Fill the Lot