



**聯合兄弟貿易公司**

**LIAN HUP BROTHERS TRADING CO.,**

No 2 Kranji Crescent, Singapore 728658

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GST Reg No: M8-8000718-1

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*Importer & Exporter New & Used Motorcycle Spare Parts & Accessories Hire-Purchase, Insurance Agent.*

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## **Security Policy Statement**

### **Our Mission**

Security is a vital element of Lian Hup Brothers Trading Co.,’s service and key to the success of the company is the protection of the company’s employees, sub-contractors, assets, information, integrity and reputation from potential threats. Lian Hup Brothers Trading Co.,’s Security Policy establishes the implementation of and compliance with its security standards.

### **Our Approach**

Lian Hup Brothers Trading Co.,’s core values, code of conduct and business ethics guide our operational and service delivery approach. They include professionalism, respect for employees, sub-contractors, stakeholders, business partners and a commitment to continual improvement. This enable Lian Hup Brothers Trading Co., to provide the most reliable service without unnecessarily exposing clients or ourselves to security risk. Key is the need to create environments and robust processes that can be trusted by clients, stakeholders and international and national regulatory bodies.

### **Our Security Principles**

Lian Hup Brothers Trading Co.,’s security management policy is built upon the following security principles:

- The commitment to prevent, avoid and reduce the likelihood and consequences of disruptive or undesirable events;
- To ensure throughout pre-emptive planning, incidents are rapidly and effectively mitigated, with response plans developed and tested to deal with assessed risks;
- The commitment that security measures and procedures are regularly inspected, validated and verified to maintain high level of security standards throughout Lian Hup Brothers Trading Co.,’s operations;
- To comply with current applicable legislative, regulatory and statutory requirements;
- To ensure that professionalism, knowledge and integrity of those involved in security matters is tightly controlled throughout the establishment and implementation, recruitment and contractual procedures;
- The commitment that all security-related incidents will be reported, recorded and where necessary, corrective action taken to improve the overall security standard.



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### **Risk Assessment**

Central to the security is Lian Hup Brothers Trading Co., security threat and risk management approach, which requires the undertaking of threat and risk assessments at key points of the business's processes appropriate to the nature and scale of Lian Hup Brothers Trading Co., 's operation. These provide the frame upon which direction and conduct of Lian Hup Brothers Trading Co., 's security policy is based and which ensures the protection of both Lian Hup Brothers Trading Co., 's and our client's reputations. Care is also taken to protect information belonging to Lian Hup Brothers Trading Co., from unauthorised disclosure. This applies to all communication including electronic records, paper and memory sticks. Similarly, security mechanisms are implemented in all Lian Hup Brothers Trading Co., computer systems to ensure confidentiality and availability of information. Stringent access controls and audit trails will always be employed to protect against external and internal threats to Lian Hup Brothers Trading Co., 's systems.

### **Responsibilities**

Secure operations are dependent upon employee and sub-contractor participation, commitment and accountability in order to create a secure environment that can be trusted by clients and shareholders. Lian Hup Brothers Trading Co., expect this policy to be adhered at all times and any wilful or deliberate breach will result in disciplinary action. Training and advice will be provided at the in house induction and regularly thereafter to ensure that security risks and procedures are understood by all.

Lian Hup Brothers Trading Co., will ensure a copy of this document is readily available to all employees and business partners.



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**Mr. Chua Ah Lee**  
**Director**