

IT Security Policy Guidelines

The purpose of the Information Technology (IT) Security Policy Guidelines (hereinafter – the Guidelines) is to express the position and support of the companies of the Latvijas Finieris Group for ensuring IT security in accordance with the Group's needs, the applicable legal framework, as well as to protect the information and technological resources of the Group companies against different types of threats so that the likelihood of the threats materialising is at the acceptable level.

IT Security Policy Guidelines of the Latvijas Finieris Group are:

- Latvijas Finieris provides such an IT and communication environment that the information and technological resources at its disposal are protected against external and internal security risks, at the same time ensuring the continuous and high-quality work of the company.
- The implementation of security requirements and the provision of risk mitigation shall be proportionate to the amount of resources available and the potential loss that may result from the occurrence of those risks.
- Latvijas Finieris promotes the understanding of each employee about their responsibilities in managing risks and business continuity and ensuring the protection of information and technological resources by ensuring regular employee education.

The Guidelines are implemented in accordance with the values and goals of Latvijas Finieris, as well as in accordance with the applicable laws and regulations.

The Guidelines form the basis for the management of information security in the Group's companies, the development and implementation of procedures, instructions and other necessary internal laws and regulations.

The Guidelines apply to the information and technical resources managed by the companies of the Latvijas Finieris Group and are binding to all users of information systems who are entitled to use the information and technical resources managed by AS Latvijas Finieris, as well as those outsourced service providers who provide information technology related services to AS Latvijas Finieris.

AS Latvijas Finieris updates IT security management documents at least once every three years, as well as in cases when changes in systems or information technology infrastructure may affect the security of information systems, if new system threats have changed or are discovered, or if the number of system security incidents increases or a significant system security incident has occurred.