	QUALITY MANAGEMENT SYSTEM		
	QUALITY MANUAL		
	CODE	PROCESS	REVISION
	QLTM	G INTER QUALITY MANAGEMENT	00

POLICY | INFORMATION SECURITY | G INTER









Ginter recognizes the responsibility and importance of Data privacy, used in the business. This document sets out the guidelines for the treatment of the information, as regards the collection, use, retention, disclosure and disposal of personal information

In addition, the organization protects the information to ensure its integrity, confidentiality and availability.

Ginter considers, its information and knowledge resources of high strategic importance, for this reason maintains the information security system aimed at protect and retain their competitive intelligence.



Is our responsibility:

	Raise the awareness of employees in all levels in such a way to promote information security.	
	Develop measurements and monitoring of information traffic, ensuring the reduction of risks of service interruption.	
	Perform backups systematically, ensuring reduction and elimination of risks of information losses.	
	Monitor accesses (physical/digital) and the use of information based on permission parameters.	

PREPARED/REVISED	Liliane Carmo	REVIEW	REVISION DATE
APPROVED BY:	Márcio Robalo	00	02/01/2018
Notes	Not controlled when printed		