

Information Quality and Security Policy

[j-labs sp. z o.o.](#)

The main purpose of j-labs sp. z o.o. is to provide our Clients with top quality IT services and solutions. In carrying out our mission, we make sure that our business processes are compliant with the requirements of the ISO 9001: 2015 and the ISO/IEC 27001 international standards. This allows us to continuously ensure the security, confidentiality, and availability of the data and information entrusted to j-labs by our Clients, business partners, employees, and contractors.

Our goals are achieved taking into account the best industry practices and the needs and expectations of Clients, candidates, and suppliers. We respect legal regulations, considering the context of our organization's operations. On an ongoing basis, we identify and monitor the threats and opportunities related to achieving our goals. As a result, we actively prevent the materialization of risks that could affect the business goals of j-labs and our stakeholders. The best evidence that we provide services of appropriate quality that meet the relevant standards are the outcomes of projects and a high level of service, which are positively evaluated by our Clients and employees. The parameters related to quality and security are monitored on a regular basis and the implemented solutions are verified in view of their efficiency in removing threats or improving quality. We make sure that the results we produce are a basis for further improvement of our activities and for carrying out the initiatives taken by the company, while creating a stable and respectful workplace at j-labs sp. z o.o.

j-labs makes any and all efforts to guarantee that its business operations promote the principles of sustainable development that is socially responsible and sensitive to the natural environment and its constant protection.

The management board of j-labs sp. z o.o. and a team of highly qualified and experienced employees and contractors make any and all efforts to ensure that the information technologies used to provide services meet the requirements of the interested parties.

The company's management board intends to carry out the above policy through the following goals:

Information quality and security goals of j-labs sp. z o.o.:

- using enterprise-class information technologies that guarantee an appropriate degree of security, continuity, and monitoring and that meet the Clients' business requirements;
- carrying out projects in accordance with the best practices and the applicable industry standards;
- constantly improving the competences of software engineers and back office employees and contractors, ensuring their development. Promoting business ethics, mutual respect, and the organization's values;
- creating a secure environment for processing information, considering their attributes;
- constantly improving the Integrated Information Quality and Security Management System;
- complying with legal requirements, contractual arrangements, and methods of storing information as well as using proven technical and organizational methods in order to secure the information entrusted to us by the Client in the best possible way;
- ensuring continuity of operations by means of constantly improving the security measures adopted in the Statement of Applicability, carrying out the risk management plan, and complying with the implemented information security instructions policy;
- carrying out operations in a socially and corporately responsible manner, in accordance with the principles of sustainable development and care about the natural environment.

The management board of j-labs sp. z o.o. supports all actions intended to ensure information quality and security. It acts in accordance with legal requirements, business criteria, and other regulations, providing the means and resources necessary for continued system improvement.

This policy has been approved and communicated to all employees, contractors, and interested parties.

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