



## INTEGRATED SECURITY AND QUALITY POLICY

EBF Cargo is dedicated to providing the International Export Management service and has decided to implement a Quality Management System based on the ISO: 9001 standard and integrate it with the BASC International Standard to improve the service it provides to its customers.

EBF Cargo's Senior Management focuses on the Integrated Management System as a way to organize the operation of the company. This approach is based on safety and quality in the services that the company offers to its customers in order to improve their satisfaction.

EBF Cargo's Senior Management and employees commit oneself to:

- To guarantee compliance with current National Legislation.
- To certify that all activities related to international trade are duly controlled and monitored, minimizing risks, preventing corruption, bribery, illicit activities, such as smuggling and drug trafficking.
- To seek continuous improvement and efficiency in our processes, with the aim of having greater control over the traceability of operations, strengthening our Integrated Safety and Quality Management System.

To measure the performance and effectiveness of our Integrated Management System, we have established objectives that will be validated by senior management as part of their commitment to the IMS.

With the purpose of achieving success in our management, the policy is disseminated to all employees of the company, business associates and interested parties.

### **Information Access Policy**

The users of the information systems that EBF CARGO owns or acquires will have a single username and password to consult and edit the information, depending on the area or dependency. The employees will have access to the information which will be controlled. The internal control area will be defining the policies for access to information by complying with this document. In the same way, the internal control area will notify to the systems manager of changes of users or employees in the information systems in order that the systems manager changes usernames, passwords or the deletion of the accounts.

### **Information security**

Employees from EBF CARGO are responsible for the information that is delivered to them by magnetic, written or verbal means. Furthermore, The employees will comply in the same way with the principles of confidentiality, protecting the integrity of the information and the good image of EBF CARGO. If necessary, an employee has access to information which is not from his area or dependency, he must inform his immediate boss about the irregularity presented.

### **Continuous Improvement Policy**

EBF Cargo, in searching of continuous improvement in the international cargo handling service, is committed to constant compliance with established security and quality procedures.