



IT POLICY

**“Rewarding on intellectual rights,
Protection of Information &
Supports the Job Productivity”**

The IT policy of PT Sanden Indonesia (PSI) is to ensuring all available IT resources are used as much as possible to support employee high productivity in performing job.

To accomplish this We will:

- 1. Rewarding intellectual property right, by using only legal software according to Indonesian laws and regulations.**
- 2. Ensuring that company’s asset is secure and prevent from unauthorized access or disclosure, by using security system and protection of data and information.**
- 3. Committed to make IT as a basis for the creation of employee productivity, based on accuracy, efficiency and effectiveness.**
- 4. All data and information stored on PSI’s systems is the property of PSI. Employee should be aware that the company cannot guarantee the confidentiality of information stored on any PSI system except where required to do so by Indonesian laws and regulation.**
- 5. The Company can not accept the use of IT equipment to all illegal activities, all activities detrimental to the success of PSI, all activities for personal benefit and all activities that are inappropriate for PSI to be associated with and/or are detrimental to the company’s reputation.**

A blue ink signature of Masato Terasaki is written over a blue rectangular stamp that contains the SANDEN logo and the text "PT. SANDEN INDONESIA".

Masato Terasaki
President Director
15/04/2015