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| Appendix 3.4 – Contractor’s Information Security Measures |

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1. Contractor’s Secuirty Measures

Contractor is requested to provide information regarding its security measures in the tables set out in the sections below.

* 1. Security Certification

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| The Contractor describes its general approach to information security.  Is the company certified according to e.g. ISO 27001, or do you have audit statements that cover relevant functional areas - e.g. ISAE 3402? |
| [To be filled out by Contractor] |

* 1. IT and Network

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| The Contractor describes the IT and network setup on board the Vessel and at locations where data is otherwise processed. |
| [To be filled out by Contractor] |

* 1. Security Controls

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| The Contractor describes general security controls on board the Vessel and at locations where data is otherwise processed.  (The answer can be based on controls from ISO 27002:2017). |
| [To be filled out by Contractor] |

* 1. Delivery of Data and Results

Tusass provides the following option for submitting data and reports, but the Contractor can choose other solutions. The solution gives the contractor the opportunity to hand over data in a simple and secure way, which must prevent breaches of data confidentiality and integrity. The solution is based on the following elements:

* Upload to: Secure FTP server (Tusass provides link, username, and password)
* Encryption of data (sha256) (Tusass provides guidance)
* Backup: Tusass takes daily backup of data uploaded to SFTP server
* Upload regime: The possibility is opened for the contractor to describe different scenarios that match the contractors network capacity and concept for information security. The contractor is asked to consider the following scenarios in its response:
* Continuous upload of data and results
  1. Daily upload of data and results
  2. Weekly upload of data and results
  3. Other uploading of data and results – e.g., when a vessel is in port
  4. Final submission at the end of the project (mandatory)

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| The Contractor describes how secure storage and secure delivery of data and results will be managed based on Contractor’s security controls.  The Contractor describes the preferred solution for the delivery of data. |
| [To be filled out by Contractor] |

* 1. Audit

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| Tusass requests the opportunity to conduct a review of Contractor’s IT, network and safety controls prior to the initiation of the project and an audit at the end of the project to ensure data integrity.  The contractor states the most efficient procedure for such review and audit. |
| [To be filled out by Contractor] |

* 1. Contractor’s Staff

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| The Contractor describes its security measures in relation to Contractor’s Staff, including e.g. non-disclosure obligations imposed on Contractor’s Staff and Contractor’s procedures for vetting of Contractor's Staff in terms of criminal records, any security clearance, and other fit and proper assessments of individuals of Contractor’s Staff based on their function. |
| [To be filled out by Contractor] |