SIMINTEL
SIMPLY INTELLIGENCE

POLICY DOCUMENT

# IMS Policy Statement

| | |
|---|---|
| Document reference | SIM-POL-046 |
| Version | 1.0 Final |
| Date | 01/11/2026 |

PUBLIC



# Document *control*

## VERSION HISTORY

| VERSION | DATE | AUTHOR | SUMMARY OF CHANGES |
|---|---|---|---|
| 0.5 | 01/11/2026 | Chris Sharples | Draft |
| 1.0 | 01/11/2026 | Chris Sharples | Final |

## REVIEW AND APPROVAL

| NAME | ROLE | RESPONSIBILITY | STATUS | DATE |
|---|---|---|---|---|
| Chris Sharples | Director | Author | Complete | 01/11/2026 |
| Kyle Mitchell | Director | Approver | Complete | 01/11/2026 |

# Contents

Document *control* ..... 2
Contents ..... 3
Executive Summary ..... 4
Quality and Information Security Policy Statement ..... 4

# Executive Summary

**Satisfies:** ISO/IEC 27001:2022 Clause 5.2 g (Information security policy available to interested parties); ISO 9001:2026 Clause 5.2.2 c (Quality policy available to relevant interested parties). Public summary of the IMS Policy (SIM-POL-001). Externally published document: the text published on the website must match this approved version (Documented Information Control Procedure).

## Quality and Information Security Policy Statement

SimIntel Ltd provides IT and solution architecture, cloud and AI deployment and adoption services, and develops AI-based document analysis and agent workflow software. We run one integrated management system for quality (ISO 9001) and information security (ISO/IEC 27001). It covers all our services, people and systems, whether we work remotely or at client sites.

Our directors are committed to:

- **Meeting requirements:** delivering what our clients need, on time and to agreed acceptance criteria. We also meet our legal, regulatory and contractual obligations, including UK data protection law.
- **Protecting information:** keeping our own information, and the information our clients and partners trust us with, confidential, accurate and available.
- **Managing risk:** identifying and treating risks to service quality and information security, and pursuing opportunities to improve.
- **Responsible AI:** designing, deploying and using AI that is secure, open about its limitations and subject to human oversight. It respects client data rights, and we never use client data to train AI models without permission.
- **Honesty and integrity:** giving clients honest accounts of capability, progress and risk, and reporting and fixing issues openly.
- **Continual improvement:** setting measurable objectives and improving our management system through audits, client feedback, incidents and changes in risk.

Everyone working for SimIntel, including contractors, is expected to follow this policy. It is reviewed at least once a year by the directors.

For our full policy or information security assurance, contact us. We share our policy documents with clients and prospective clients under a confidentiality agreement.

**Chris Sharples and Kyle Mitchell, Directors, SimIntel Ltd**

01/11/2026