

# Information Security

**The OKI Group, based on the OKI Group Security Policy, has established a system to ensure information security under the leadership of the Information Security Committee. We properly manage and protect company and customer information, including personal information, through various activities such as twice-a-year reviews of efforts for information security and information security audits.**

## "Visualization" of How the Information Security Measures Have Been Entrenched in Partners and Suppliers

In order to improve the quality of information security throughout the supply chain, OKI has also checked the information security measures of its business partners and suppliers handling important confidential information since fiscal 2008. More specifically, we ask such companies to self-check their information security measures using a check list designed by us, evaluate the results of their self-checks using our own scoring system, and share the challenges found in this process with them.

In fiscal 2010, information security at our partners and suppliers in general made a progress, 4 points up from the previous year. They made a visible progress particularly in the categories, "regular change of passwords" and "access right control with personnel changes." It showed that their understanding of the importance of access control on an individual basis had greatly improved.

## OKI-CSIRT for Prompt Response to Security Accidents

In order to enhance our preventive measures against threats to computer security and improve our capacity to respond to them, we established OKI-CSIRT (Computer Security Incident Response Team) as an organization specializing in responding to security accidents in September 2008. OKI-CSIRT publishes a report on computer viruses every month and offers technical assistance within the OKI Group while contributing to the Nippon CSIRT Association by promoting the sharing and resolution of security issues among its members through its involvement in the development of guidelines for measures against computer viruses.

In fiscal 2010, we established an activity to check the version of the security software used by each employee and ask the version upgrade thereof if necessary in order to further prevent virus attacks and other security risks.

## Disseminating Information Security Measures to Business Sites in China

The OKI Group has started to disseminate its information security measures to business sites in China since fiscal 2008. As the IT environment in China is different from that in Japan, we have adopted an antivirus software program designated computer viruses detected in China. We have also improved the local help desk function, enhanced support for damages caused by computer viruses, and thus improved the virus elimination rate there.

In fiscal 2010, we launched a project to encrypt the hard drives of mobile PCs used in China and require the users of the approved mobile PCs to put the certificate sticker as we did in Japan.

## Promotion of Acquiring ISMS Certification

The OKI Group is working to acquire the ISMS\* certification for divisions involved in building and operating internal information systems and for divisions engaged in general system design development, in order to improve the reliability of network solution construction and related services.

In fiscal 2010, OKI Software a new company established through the merger of three software-related companies of the group as part of the group's reorganization project, acquired the ISMS certification. Five companies and seven business units of the OKI Group are ISMS-certified organizations as of June 2011.

■ Business Units / Group Companies That Have Acquired the ISMS Certification (as of June, 2011)

Name of Business Unit / Group Company	Initial Registration Date
Japan Business Operations Co., Ltd. (Operations Dept. Inspection and Training Dept.)	January 30, 2004
OkI Consulting Solutions Co., Ltd.	September 20, 2006
OKI Software Co., Ltd.	December 21, 2007
OkI Customer Adtech Co., Ltd.	January 31, 2004
OkI Electric Industry Co., Ltd. (OKI System Center)	August 4, 2003
OkI Electric Industry Co., Ltd. (Government & Public Business Div., Enterprise Business Div., Government & Public Systems Div. and Information Systems Div. at Shibaura site)	December 27, 2004
OkI Electric Industry Co., Ltd. (Information Planning Div.)	February 14, 2003

\* ISMS : Information Security Management System

## Enhancing the Protection of Personal Information

The OKI Group has enhanced the protection of personal information based on the Privacy Policy enacted in 2004. We have committed to the protection of personal information under the leadership of Chief Privacy Officer. Privacy managers have been appointed at the corporate level, and in business units and group companies. The OKI Group has also promoted its member companies' acquisition of the PrivacyMark certification so that they can take appropriate measures to protect personal information. In fiscal 2010, OKI Software and OKI Proserve, two companies established as part of the group's reorganization project, acquired the PrivacyMark certification. Furthermore, another group company, Payment First Corporation, acquired the certification in April, 2011. Ten companies of the OKI Group have acquired the PrivacyMark certification as of June 2011.

■ Companies that have acquired the PrivacyMark Certification (as of June 2011)

Japan Business Operations Co., Ltd.	OkI Customer Adtech Co., Ltd.
OKI Proserve Co., Ltd.	OkI Electric Industry Co., Ltd.
OkI Wintech Co., Ltd.	OkI Communication Systems Co., Ltd.
OKI Software Co., Ltd.	OKI Networks Co., Ltd.
OkI Data Corporation	Payment First Corporation

