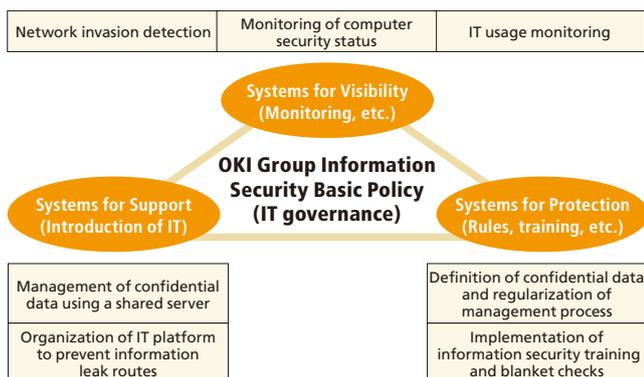


# INFORMATION SECURITY

Based on the OKI Group Security Policy, the OKI Group 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 reviews of efforts for information security (biannual), and information security audits.

## Three Perspectives of Information Security

In the OKI Group we use the three perspectives shown in the diagram below to broadly promote information security measures for computers, networks and information systems.



In fiscal 2014, we reviewed our database management system that handles information on customers and partners in order to boost measures used to combat data leaks notably caused by internal fraud. We also galvanized monitoring of databases handling personal information as well as implementing other actions such as limiting the use of online storage services and limiting mail sending using free-mail addresses.

## OKI-CSIRT for Prompt Response to Security Incidents

We have established an organization specializing in security incident response called OKI-CSIRT\*1, which collaborates with external organizations, such as the Nippon CSIRT Association, CSIRT in other companies and ministries/agencies, in order to enhance our preventive measures against threats to computer security in the group and improve our capacity to respond to them. In fiscal 2014, in order to address the increasing targeted email\*2 attacks, we further strengthened measures to deal with attacks on servers and implemented countermeasures to deal with emails pretending to come from staff in government and municipal offices.

\*1 CSIRT: Computer Security Incident Response Team

\*2 Targeted email: Email sent to a specific organization or individual, as a cyber attack to steal information

## Enhanced Actions at Overseas Sites

Since fiscal 2008, we in the OKI Group have promoted the implementation of information security measures at overseas sites, with our Chinese site getting the ball rolling. And, from fiscal 2013, we started laying down information security guidelines and appointing security managers as part of our effort to boost security in the Asia and Oceania region. In fiscal 2014, we introduced security management tools to keep abreast of the security status of computers used by employees in Asia and Oceania, so that swift countermeasure instructions can be provided for any untoward activity.

## Sharing and Remediating Issues with Suppliers

Aiming at an improved information security level across the supply chain, we at OKI continuously verify how information security measures are implemented at suppliers to whom we provide critical confidential information. Here, we ask our suppliers to carry out self-evaluations and to score themselves based on check lists prepared by us. In this way, suppliers and OKI are sharing issues and remediating any problem points found. In fiscal 2014, we at OKI used these self-evaluations to share and remedy issues with the suppliers not reaching the OKI standard, and, as a result, all the targeted suppliers achieved high evaluations.

## Acquisition of ISMS Certification

The OKI Group has acquired the ISMS\* certification (as of June 2015) 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 (5 companies, 7 divisions). In fiscal 2014, all of us in each division worked to promote implementation of the standard revised in the previous fiscal year in all the certification categories, so that by fiscal 2015 we have changed over to the new standard in five of the seven divisions scheduled to be assessed for certification.

\* ISMS: Information Security Management System

## Enhancing the Protection of Personal Information

We in the OKI Group have enhanced the protection of personal information, based on the Privacy Policy. We have committed to the protection of personal information under the leadership of our Chief Privacy Officer. Privacy managers have been appointed in all divisions and in group companies. We also are encouraging group companies to acquire the PrivacyMark certification, to show that they are taking appropriate measures to protect personal information. OKI and seven group companies have acquired this certification as of June 2015.



### TOPICS

## Toughening Up Social Media Usage Guidelines

To prevent information leaks originating in private use of social media tools, we at OKI established the "OKI Group Social Media Usage Guide". In November 2014, we set up a site "social media usage guidelines (including the above guide)" on our intranet to make employees fully aware of the situation.