



SECURITY RESPONSE PLAN

Last Updated January 3rd, 2022

INTRODUCTION

This document describes the overall plan for responding to information security incidents at Amatis Controls. The goal of the Security Response Plan is to **detect and react to security incidents, determine their scope and risk, respond appropriately to the incident, communicate the results and risk, and reduce the likelihood of the incident from reoccurring.**

We encourage employees and users to report potential security incidents they may encounter.

ROLES AND RESPONSIBILITIES

Incident Response Coordinator

- The Incident Response Coordinator (IRC) is the employee who is responsible for assembling all the data pertinent to an incident, communicating with appropriate parties, ensuring that the information is complete, and reporting on incident status both during and after the investigation.

Incident Response Handlers

- Incident Response Handlers (IRHs) are employees of Amatis Controls who gather, preserve and analyze evidence so that an incident can be brought to a conclusion.

Users

- Users are customers of Amatis Controls using the products, services, and technology who may be affected by, or have discovered an incident.



INCIDENT RESPONSE PHASES

Preparation

- Preparation includes the tools and processes that enable the IRC to respond to an incident: policies, procedures, software tools, and communication plans. Analyses of prior incidents should form the basis for continuous improvement of this stage.

Detection

- Detection is the discovery of an incident with security tools, or notification of an incident from an employee or 3rd party user/organization. The IRC creates an incident ticket for all communication and documentation to take place around, and prioritizes/ranks the severity of the incident.

Containment & Recovery

- Containment is where the incident's cause is identified, isolated, and resolved by the IRHs. Affected users are notified that the incident has been resolved and a post-incident investigation begins. The IRC determines whether the incident should be escalated to external authorities.

Post-Event Activity

- This includes the investigation and analysis of the incident, and incorporates the knowledge gained from the process into future response preparations.

QUESTIONS

Questions regarding this plan and associated tools and procedures may be sent to operations@amatiscontrols.com.

DOCUMENT CHANGE HISTORY

Version	Date	Description
1.0	January 3rd, 2022	First issuance