Security

The security of our employees, installations and information is one of the core values of Instalaciones ELEMSA. In this document, we outline the objectives and norms of the company:

Objectives

- Give our best to protect every employees while working.
- Protect our assets and strategic information.
- Protect our facilities.
- Preserve our reputation and image.
- Offer what's necessary to protect our projects

Guidelines

In order to achieve our goals, we've stablished the following guidelines:

- Anticipate high risk situations with a risk factor analysis. That analysis will determine which actions to take in each project and situation.
- Organize plans and security procedures. Before starting, each project team must have a plan validated by the security team. Emergency situations will be handled with efficiency and coordination, following health and security procedures. Security plans are constantly verified, updated and approved by the people in charge of security and the project manager.
- Practice to avoid risky situations through awareness and safety protocols with all employees. Each employee, at his own level, must be conscious of his responsibilities to avoid risks. Employees must be fully informed on security measures in their workplace so they can minimize the risks.
- Improve the procedures before being put to use doing every necessary adjustment. Security division must be informed and must approve any adjustment before applying it to the whole organization.
- Protect any strategic information of Instalaciones ELEMSA. Any employee with access to sensitive or confidential information, must make sure it's properly protected, avoiding any intentional or accidental disclosure. Employees must watch the archives policies and the norms that rule Instalaciones ELEMSA.