

## Introduction

At Investor First Advisors, we understand the importance of protecting our clients' sensitive financial information. As a financial advisor, we have a responsibility to safeguard this information from cyber threats and ensure that it remains confidential and secure.

## Purpose

This document outlines the measures that our financial advisory firm will take to safeguard client information.

## Scope

This applies to all employees, contractors, and third-party vendors who have access to the firm's systems and data. All individuals who access our client information must comply with this.

## Security Measures:

### Access Controls:

Access to client information is granted on a need-to-know basis. Access controls will be implemented to ensure that individuals only have access to information necessary to perform their job responsibilities.

All access passwords are predominantly with clients.

## Data Protection:

We will implement the following measures to protect client data:

- All data will be backed up regularly to ensure data availability and recovery in case of a data loss event.
- Confidential paper documents will be stored in locked cabinets.

## Compliance

The firm will comply with all applicable laws, regulations, and industry standards related to cybersecurity.

## Review

This will be reviewed periodically and updated as necessary to reflect changes in the cybersecurity landscape or the firm's business practices.

By following this document, we will be better equipped to protect our clients' sensitive information and financial data.

For more information and additional resources please visit [Cyber Crime Portal](#) and [Cyber Crime Portal](#).