



## PHYSICAL SECURITY POLICY

APRO Group<sup>1</sup> “Collectively referred to APRO” is committed to implement appropriate physical security controls to detect and deter physical threats, thereby protecting its people, information, assets, and facilities from unauthorized access, damage, theft or disruption.

This policy establishes the minimum requirements to ensure a safe and secure physical environment in support of business operations. It applies to all employees, contractors, visitors, and the public (collectively referred to as ‘People’) who access or use the organization’s facilities and assets.

APRO strives to achieve **ZERO Incidents** of intrusion, damage, theft and disruption. In alignment with this commitment, we shall implement the following controls:

- Access Control:
  - Implement and enforce access control measures to ensure that only authorized personnel are permitted entry into restricted areas.
  - All visitors are required to make prior appointments and to be accompanied at all times while within restricted areas.
  - Grant access to information and facilities based on defined job roles, with access rights reviewed periodically.
- Surveillance:
  - Deploy surveillance systems to monitor facilities and detect suspicious activities, ensuring the safety and protection of the organization’s personnel and assets.
- Incident Response:
  - Establish and maintain procedures for responding to security incidents, including breaches, thefts, and other emergencies, to minimize damage and support the continuity of operations.
- Compliance
  - Ensure adherence to applicable laws, regulations, and relevant standards related to physical security.

This policy is effective upon approval and is subject to periodic review. Compliance with this policy is mandatory.

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