Cybersecurity Steering Committee

Doc. Control Number	Version
SNL-28	1.0

Document Reference

Item	Description
Title	Cybersecurity Steering Committee
Department	Cybersecurity department
Version No	1.0
Status	Draft
Type	DOCX
Publish-Date	23 May 2024
Revision-Date	23 May 2025

Authors		
Name	Department	Signature/Date
Muhaned Kamal Ali	Cybersecurity - I. S Specialist	5/23/2024

Reviewed by		
Name	Department	Signature/Date
Yasir Awad	Head of Cyber Security Department	5/23/2024

Approved by		
Name	Department	Signature/Date
Abdullah Al Shuhail	V.P	5/23/2024

Control-Page

Document Amendment Record			
Version-No	Date	Prepared-by	Explanation
0.1	12 Jan	Muhaned Ali	First Release
0.2	23 May	Muhaned Ali	Policy Updated
0.3	10 May 2023	Muhaned Ali	The indexing has been enhanced.
1.0	23 May 2024	Muhaned Ali	The policy has been reviewed

Contents

1. Introduction

The Cyber Security Steering Committee is a specialized committee charged with ensuring the alignment of the information security management strategy with the SNLC's strategic objectives, in addition to the objectives entrusted to it in this document, and it is made up of relevant stakeholders responsible for the SNLC's business who are in responsible for directing, supporting, prioritizing, and arranging strategic cyber security objectives.

2. Purpose

The function of the Cyber Security Steering Committee is to ensure compliance with the cyber security programs, legislation, and strategies of the SNLC through support and follow-up.

3. Roles and Responsibilities

The Cyber Security Steering Committee functions as a committee to discuss cyber security trends, decisions, and performance. The committee also monitors cybersecurity program execution, ensures internal compliance with the cybersecurity strategy, regulations, and legislation, and provides necessary support when needed. The Cyber Security Supervisory Committee's responsibilities include, for example, the following tasks:

- Follow up on operational principles and standards in compliance with the Cybersecurity Steering Committee's organizational document.
- Establishing the principles of accountability, responsibility, and authority by establishing roles and responsibilities to secure the SNLC's information and technological assets.
- Ensure SNLC has an approved methodology for managing and evaluating cyber risks and the acceptable level of risk (Risk Appetite).
- Approval and support for cybersecurity risk management procedures.
- Approval and support for cyber security governance.
- Reviewing the cyber security strategy prior to approval to ensure aligning with the SNLC's strategic objectives.
- Approving, supporting, monitoring, and implementing the cybersecurity strategy.
- Approving, supporting, and monitoring cybersecurity initiatives and projects (such as: cybersecurity awareness program, data, and information protection, etc.).
- Follow-up reports of managing data packages and settings and monitoring them periodically.
- Follow up and support the management of cyber security incidents.
- Ensuring that information security policies and objectives are implemented accordingly.
- Ensuring that adequate steps are taken regularly to improve the information security of the company.
- Conducting management review.
- Ensuring that continual improvements are addressed promptly and without delay.
- Demonstrating commitment to supporting top management to achieve the company's strategic goals.
- Submitting periodic reports on the state of cyber security and the required support to the authorized person.
- Review the status of compliance with the company's internal requirements and legislative requirements.

4. Steering Committee Formation

- The Chairman of the Board of Director heads the Supervisory Committee for Cyber Security.
- The Cyber Security Supervisory Committee is made up of both permanent and non-permanent members (who are invited to committee meetings as needed). The Cyber Security Supervisory Committee must include crucial responsible personnel or those whose job is affected by cyber security, such as but not limited to:
  - BOD or V.P
  - Businesses Development Director.
  - Head of Cyber security Department.
  - Director of managed services.
  - Head of HR.
- The members of the Steering Committee are listed in the table below:

Full Name	Job Description	Position
Shuhail Hamad Alshuhail	BOD	Head of Steering Committee
Abdullah Al-Shuhail	V.P	Permanent member
Yasir Awad Babiker	Head of Cyber Security Department	Permanent member
Mohammed ElFaisal	Businesses Development Director	Permanent member
Rami Abdalmutelb Osman	Director of Managed Services	Permanent member
Marwah Alsubaiei	Head of HR Department	Non-permanent member

Head of Cybersecurity Steering Committee

Shuhail Hamad Alshuhail

Head of Cyber Security Department

Yasir Awad Babiker

V.P

Abdullah Al-Shuhail

Director of Managed Services

Rami Abdalmutelb

Businesses Development Director

Mohammed ElFaisal

Head of HR Department

Marwah Alsubaiei
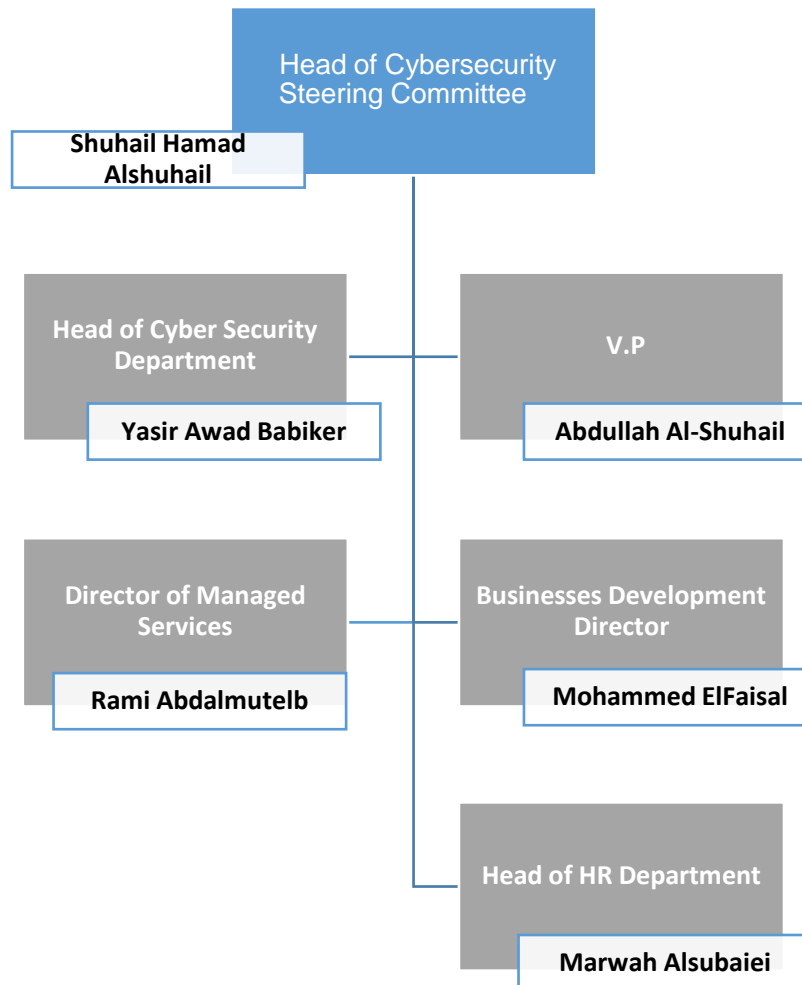
5. General Rules

- Committee meetings must be held at least four times yearly (every three months), with additional emergency meetings convened as required.
- The Cyber Security Steering Committee cannot meet unless the committee chairman (or his representative) is present, or if more than half of the permanent members are not present.
- The Secretary of the Committee records the minutes of the meetings, provided that these minutes are official and approved documents.