

Information Security instructions for

As a valued business partner of the DRÄXLMAIER group you have access to DRÄXLMAIER resources and information. Please respect the following regulations in order to ensure security of DRÄXLMAIER information.

DRÄXLMAIER information means non-public Information (digital, verbal, physical) shared through DRÄXLMAIER with the external party as part of the business partnership. This includes access credentials, IT-systems, prototypes and other. Information that is publicly available is not covered under this term.

When you receive information as part of our business partnership, please...



- Handle all DRÄXLMAIER information with due care and respect DRÄXLMAIER property
- Only share information to people that are authorized by DRÄXLMAIER
- Treat all DRÄXLMAIER information as “confidential” unless instructed otherwise

When you receive keys, access cards, security tokens or passwords, please...



- Keep passwords secret and do not pass on keys or credentials to other persons
- Choose your own secure and individual password for each service
- If you must store passwords, use a secure password manager to do so

When you have been provided with DRÄXLMAIER equipment, please...



- Ensure equipment cannot be accessed by unauthorized parties, especially when traveling
- Use provided IT hardware and software for agreed tasks only
- Do not connect non-DRÄXLMAIER hardware or software including storage media

When you got access to DRÄXLMAIER IT services, please...



- Do not extract information (e.g., by e-mail forwarding) and respect security measures
- Use only maintained and secured devices to access DRÄXLMAIER IT services
- Keep in mind that usage must be limited to agreed actions only

In case of changes or incidents, please...



- Inform DRÄXLMAIER proactively about any change in responsibility on your side
- Immediately report all security incidents (e.g., loss of credentials or equipment, cyber attacks etc.) to itcc@draexlmaier.com and your designated DRÄXLMAIER contact

Thank you!

This instruction is meant to be passed on to employees of third party companies that are in a business relation with the DRÄXLMAIER group and as part of such receive access to DRÄXLMAIER information and IT services.

It does not replace or compensate for a complete Information Security training on the partner side.