Compliance

We at WorkSmartly are committed to comply with all applicable laws, regulations and standards, present and future, international or national, and offer unlimited updates to any regulatory changes and developments from time to time.

Information Security Compliance

The ISO/IEC 27001 standard is one of the world's most popular standards and this ISO certification is very sought after, as it demonstrates that a company can be trusted with information because it has sufficient controls in place to protect it and as a proof of their capability to protect the confidentiality, integrity and availability of the information they process.

WorkSmartly is certified as ISO/IEC 27001 compliant and we are set to assist organizations to keep their information assets secure by an extensive array of requirements and a checklist of controls to ensure that a comprehensive and continually improving model for security management exists. This is also known as the WorkSmartly's Information Security Management System (ISMS). By this, WorkSmartly uses a systematic approach of policies and procedures to manage the sensitive information assets from clients, amongst others, so that it remains secure.

WorkSmartly further adopts a Business Continuity Plan which serves as a holistic mechanism to manage the company's ISMS and other implemented processes by identifying potential impacts that threaten information security and provides a framework for building resilience with the capacity for an effective response that safeguards the interest of the company's key stakeholders, reputation, and value activities. The company additionally implements in-depth Standard Operating Procedures (SOP) specific to our operations that describes the activities necessary to complete tasks in accordance with industry laws, regulations and standards to ensure compliance is at an all-time constant.

Legal and Regulatory Compliance

WorkSmartly adheres and keeps our system up to date with the applicable legal and regulatory requirements within the ASEAN region which include:

- Employment/Labour laws and practices
- Governmental updates on Tax and Remuneration
- Tax Computation Requirements
- Statutory Reports and Submission Requirements
- Bank file Submission Requirement
- Personal Data Protection Laws