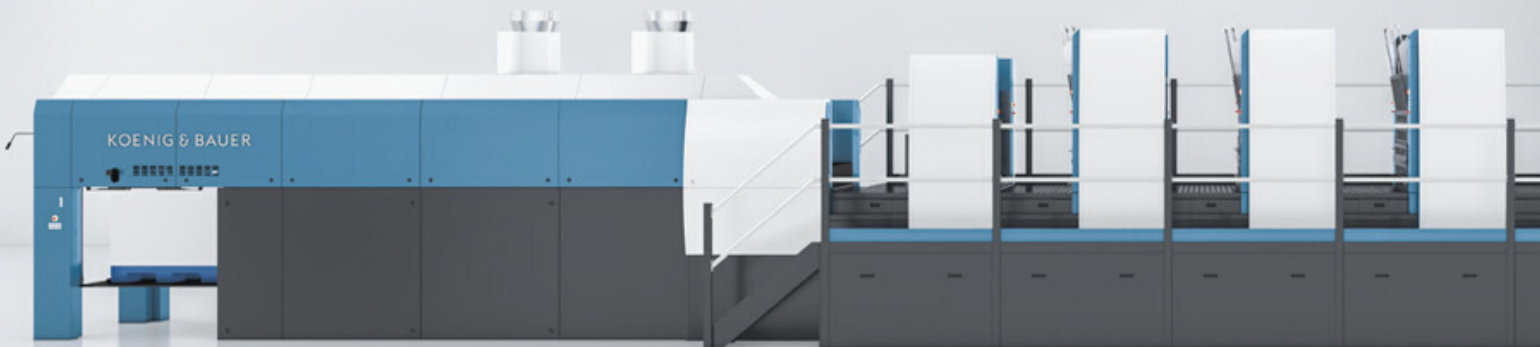




2021

**RYT  
CARDS  
LIMITED**

SPECIALIZED PRINTING  
SERVICES



**RYT CARDS LIMITED**

RC: 1560266

---

5/7, Kolex Avenue, Ajao  
Estate, Lagos  
+2349010900900  
+2348034007000

---

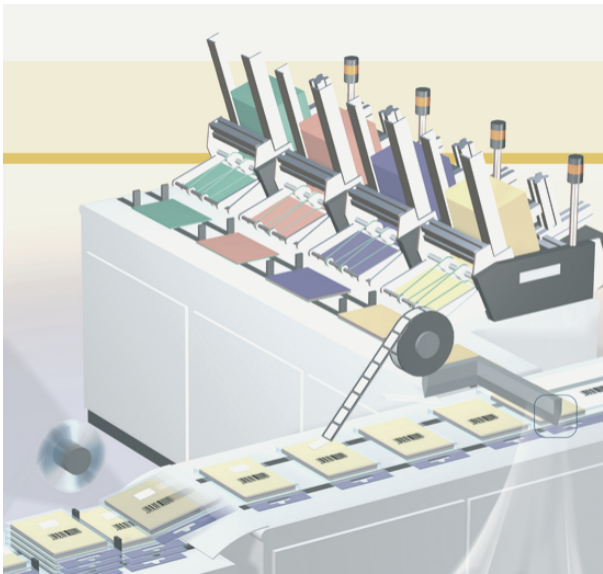
TABLE OF CONTENTS

# RYT CARDS LIMITED

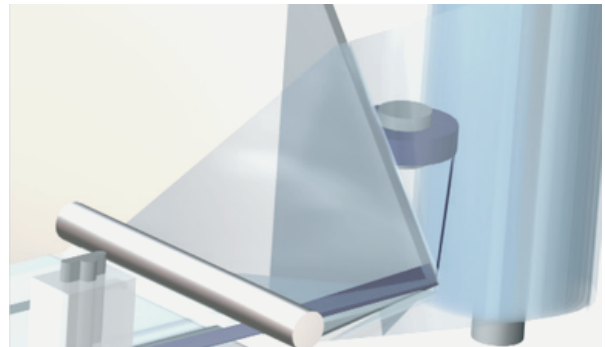
RC: 1560266

---

<b>Introduction</b>	03
<b>Our Services</b>	04
<b>More Services</b>	09
<b>Core Values</b>	10
<b>Our Clientele</b> <i>including one-off Clients</i>	11



<b>Specifications</b>	12
-----------------------	----



<b>Security</b> <i>objectives &amp; measures</i>	13
--	----

## SECURITY PROCEDURES

---

<b>Access to the Factory by Employees</b>	16
<b>Access to the Factory by Visitors</b>	17
<b>Monitoring the Surveillance Cameras</b>	17
<b>Proofing Run / Customer Presentation</b>	18
<b>Batch Control &amp; Audit</b>	19
<b>Packing, Storage &amp; Delivery</b>	20





# Introduction

RYT

---

With sense of excellent services and high quality products, we introduce our high tech RYT CARDS Limited.

RYT CARDS (formerly Digicards Limited) is a Limited Liability Company incorporated in August 2007. It obtained its license from NCC (NCC/ENG/CPC VOL.1/030.4) in 2007 for the Production of Telecommunication Recharge Cards in Nigeria.

---

A well structured organization managed by experienced, capable and committed management team.

RYT CARDS Limited is a high technology security printing company where secret and personalized recharge cards numbering are printed with foil seal, high quality finishing and adequate security personnel available for product delivery to customer's destination.

# Our Services

RYT

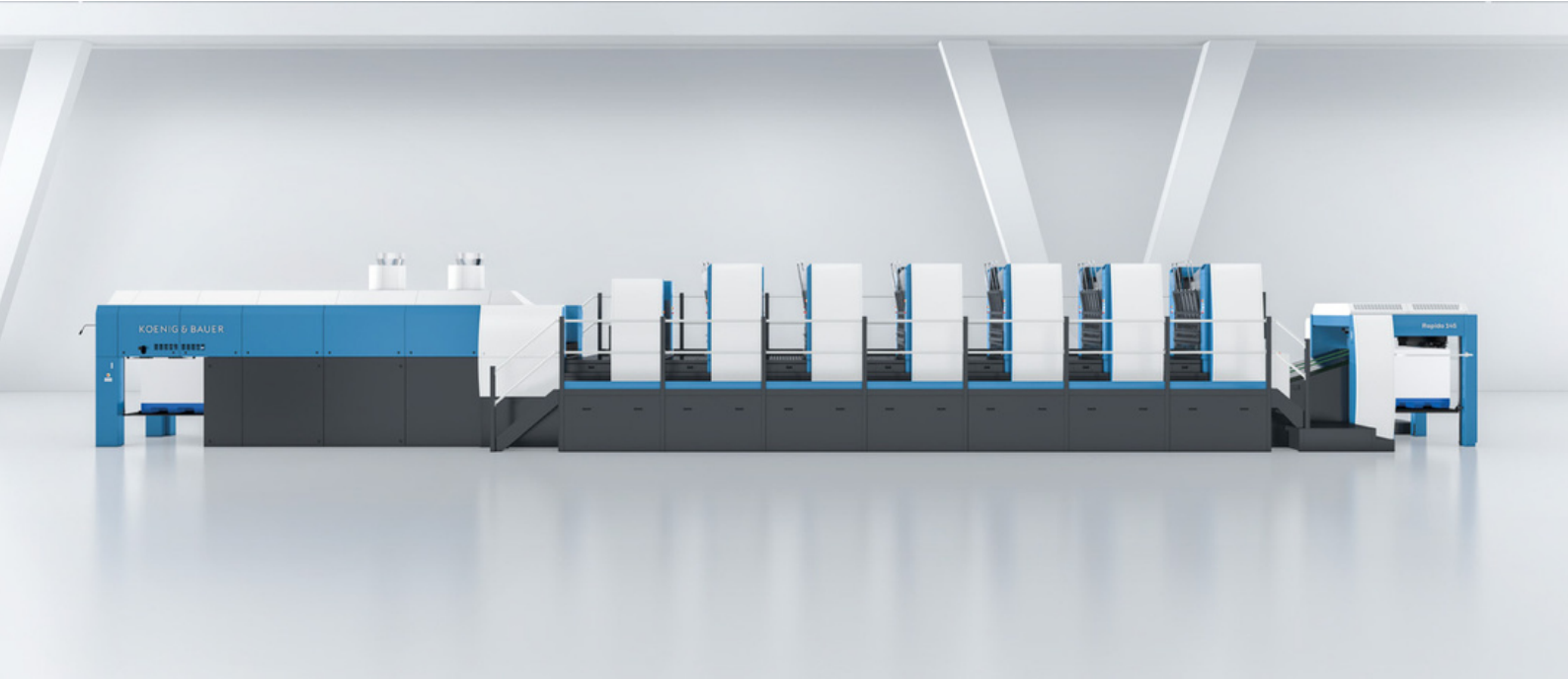
---

We provide state-of-the-art printing services.

Introducing the KBA RAPIDA74 Industrial printer.

Only 3 available in the entire  
West African market.

---

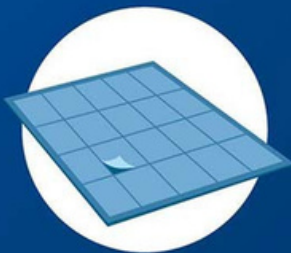


- UV CURING
- PRINTS ON PLASTICS
- 5 COLOR PRINTING OPTION
- PRINT ON METALLISED PAPAER

# Our Services

RYT

## Print technologies for everything



Labels

Decor and laminates



Coding



Packaging



Books



**KBA**

Koenig & Bauer Group



Metal cans



Newspapers,  
magazines,  
catalogues



Hollow containers  
in glass and plastic



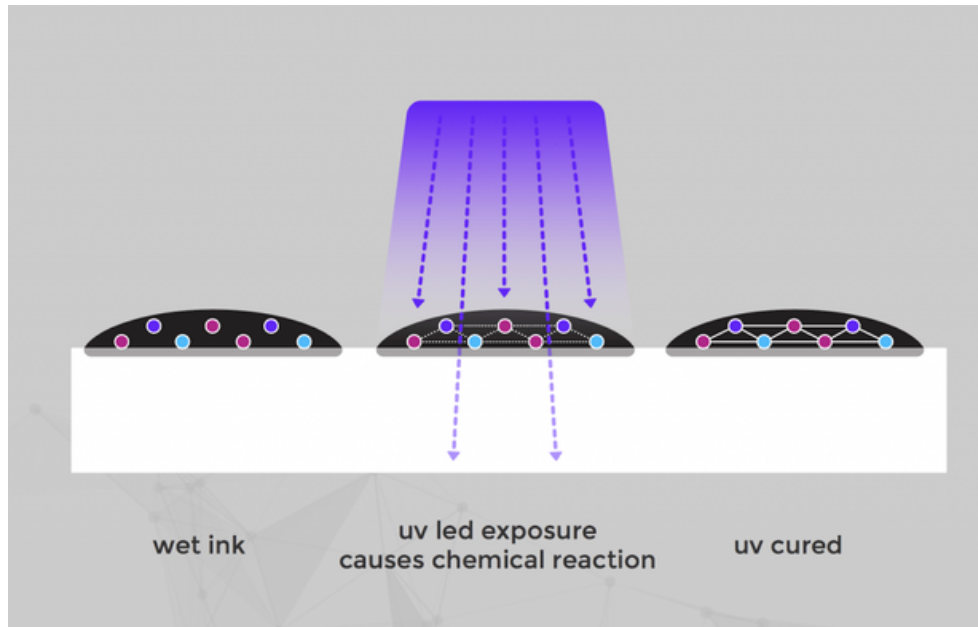
Banknotes

# Our Services

RYT

---

## UV CURING



**UV printing** is a unique method of digital printing utilizing ultraviolet (UV) light to dry or cure ink, adhesives or coatings almost as soon as it's hit the paper, or aluminum, foam board or acrylic - in fact, with our state-of-the-art equipment, this perfection and high quality technique can be used to print on almost anything.

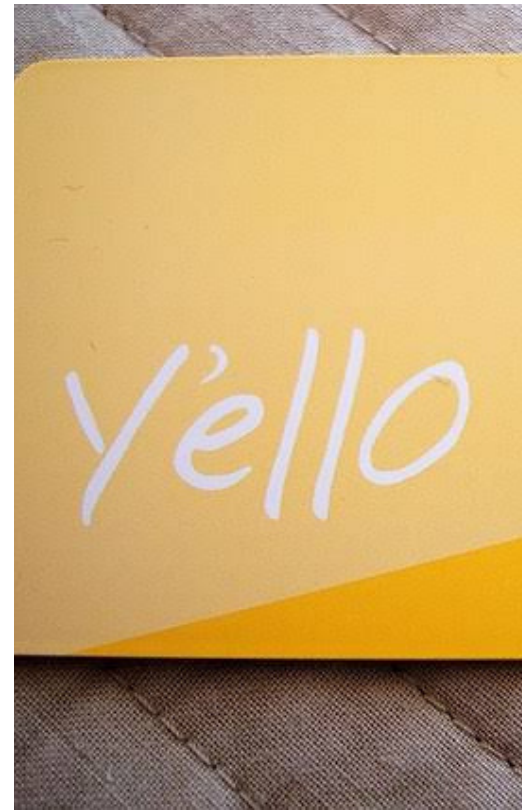
- 
- UV CURING
  - PRINTS ON PLASTICS
  - 5 COLOR PRINTING OPTION
  - PRINT ON METALLISED PAPER

# Our Services

RYT

---

## PRINTS ON PLASTICS



Polyethylene (PE) and High-density polyethylene (HDPE) are among the most common plastics used for printing.

With relatively low surface energy, printing on plastic surfaces can be challenging but is easily achievable with

**RYT PRINTING.**

We provide the best plastic printing solutions for Bank cards, Sim cards, and Identification cards.

---

# Our Services

RYT

---

## METALIZED PAPER PRINTING



Metallized label paper requires special handling, know-how and equipment. RYT PRINT has all that and more. We have all the solutions to every metallized printing need a customer may require and we pride ourselves on perfection, speed and efficiency.

---

Printers and converters all over the world are using metallized paper as the ideal face stock for a variety of label solutions.



# More Services

RYT

---

- Personalized Numbering Scratch Cards
- Prepaid GSM Phone Recharge Cards
  - Promo Cards
- Other security related articles

At **RYT CARDS** we pride ourselves on our unique machines with the capacity of producing 25million cards per month with room for expansion on increase demands and our experienced work force. All foundation for future expansion has been carefully laid out and its operational capacity is adaptable to client requirement and specification.

---

RYT CARDS is equipped with:

- 1 nos. state of the Art. Atlantic Zeiser Personalization Machines
- 1 nos. Kora Packmat Card Seal/Over Wrapping/ Labeling Machine
- 1 Print 'M' Kora. Personalization Machine

KÖRA → ← PACKMAT  
THE MGI GROUP

ATLANTIC ZEISER



# Core Values

RYT

---

- Integrity
- Professionalism
  - Resilience
  - Humility
  - Hard work
  - Excellence



---

We believe in quality, excellence and unrivalled customer services and all of these together have been responsible for our uniqueness in the industry and also guide our approach to everything we do in terms of our production.



# Our Clientelle

RYT

---



Globacom



9mobile



Airtel



NTA - Startimes



MTN



Eko Scheme - Kiln Promo cards

---

ONE-OFF CUSTOMERS



Money Manager



Cobranet



Money Box



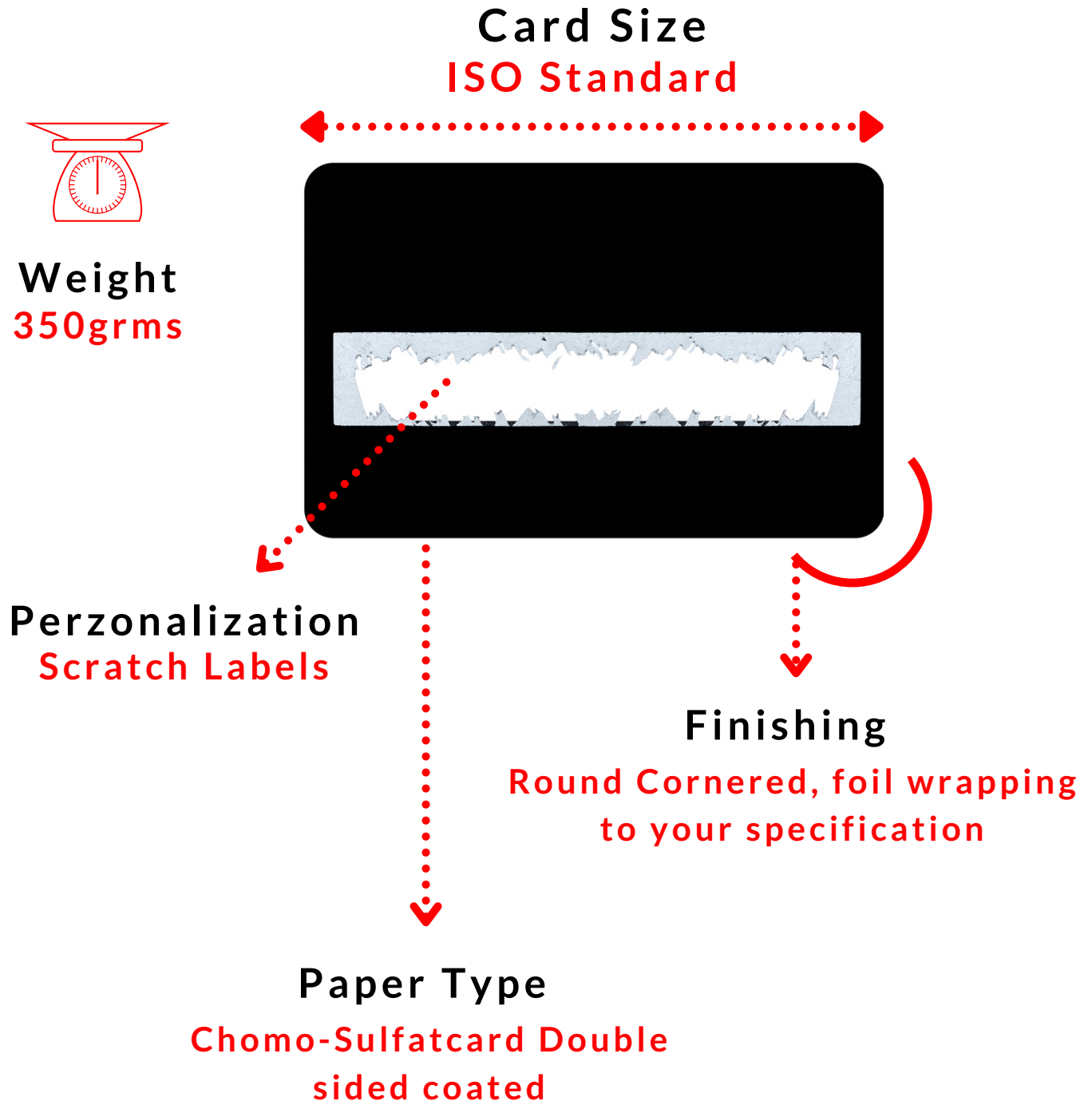
Mira Purification Ltd



Communication Trend Ltd

# Specifications

RYT



# Security

RYT CARDS

---

Due to the nature of our business we gives prime emphasis on a secured working environment ensuring that we protect the integrity and confidentiality of information of our valued customers. Henceforth, our physical and logical security in the conduct of business is top priority.

---

## Objectives

- To ensure adequate risk management structure within the organization
- To protect the integrity and confidentiality of information of our valued customers
- To implement structures to proactively identify, prioritize and manage risk and other related issues
- To implement strict security measure in the day to day transaction network



# Security Measures

RYT

---

## Data Security

- In House IT Department with Secure Network
  - Secure Data Transfer
  - Password Protected
  - Authorized Personnel Only
  - Controlled Destruction of Data
- 



## Building Security

- Access Controlled by Electric Card System
  - 24/7 CCTV System Record
  - Security Officers
  - Alarm System
  - Security Light
  - Fire Extinguishers
- 



# Security Measures

RYT

---

## Personnel Security

- Movement Controlled by Security Reception
  - Access to Authorised Personnel Only
  - Staff Protective Gadgets
- 



## Product Security

- All Stock held securely and audited daily
- 

The followings are some of the security measures we have in place:

- Close Circuit Cameras
- Access Control by Electronic Card System
- A1a1111 System
- In-House IT Department with Secure Network
- Password Protected
- Controlled Destruction of Data
- Reputable Security Officers
- Security Light
- Fire Extinguishers



# Security Procedures

RYT

---

## Access to the Factory by Employees

- Employees can only have access to the factory by using access cards .
  - Employees will be issued an access cards revocable at any time when a security violation has been incurred.
  - Employees must be in their stipulated uniformed and all personal belongings and mobile phone deposited in their changing room.
  - Security guards frisk the employees in/out the factory (none exempted).
  - Security violations by employees shall be dealt with in accordance to the rules governing security matters.
  - Employees log in/out covered by the access control shall be review from time to time.
-



# Security Procedures

RYT

---

## Access to the Factory by Visitors

- Visitors who wish to visit the production facility must notify the Administrative dept in advance.
  - The Managing Director has the sole discretion of approving such visit.
  - The security dept must be notified and log in the visit in the Guest Log Book.
  - The Security guard opens the access into factory by using his own access card and escorts the visitor to the person being visited.
  - Upon completion of the visit, the person visited opens the access door for him.
- 

## Monitoring the Surveillance Cameras

- Surveillance cameras are placed in strategic locations inside the production facility as well as the perimeter of the premises to ensure monitoring round the clock.
- The security officer mans the monitoring room and alerts the guards in their posts by two way radio once a situation is being captured in the camera.
- The security officer ensures that all situations are recorded in the DVD's and compiles them accordingly.
- A review of the recorded situations shall be undertaken regularly or as the need arises.

# Security Procedures

RYT

---

## Proofing Run or Customer Presentation

- Proof run for customer approval shall be undertaken with extreme caution and confidentiality.
- The card must connote that it is for sample only with a printed marking on the face and reverse of the card 'sample only' With No Commercial Value
- Personalization data to be printed on the card like PIN NO. will have no value "i.e.0000 0000 0000" and is intended for presentation only. Where possible scratch off shall be marked with a "VOID" sign.
- If a live sample card is required by the customer, precautionary measures shall be undertaken for the integrity and confidentiality of the data.
- Only the IT Manager is authorized to encrypt, decrypt and transfer the file in the server and into the personalization machine.
- Upon completion of the proof run, all cards used shall be accounted for and collected for proper disposition.
- Sample cards to be given to customer shall be endorsed to the Managing Director's office with the proper transfer notice form.
- Cards rejects and un-used must be collected and destroyed immediately after the proof.
- Sample cards for future reference must be kept in the safety vault.

# Security Procedures

RYT

---

## Batch Control & Audit during Production Run

- During actual production run the audit and control system is in place to account all cards being processed.
  - Each run is controlled in batches according to the provided data and packing requirement specified by the client.
  - Each batch is properly monitored and accounted. In the personalization machine, as soon as the batch is completed, missed cards and rejected cards are reprint to complete the batch.
  - The rejected cards are then collected from the machine and shredded right away.
  - An audit report is prepared to record all relevant for the production.
  - In ensuring the confidentiality of the data, the IT Manager has the sole responsibility in coordinating with the client and transferring such data in the personalization machine the production.
  - As soon as the run is completed, the data are removed from the machine and archived in a DVD or flash disc then stored in the safety vault for safekeeping.
-

# Security Procedures

RYT

---

## Packing, Storage & Delivery

- The Quality Control Officer inspects all personalized and wrapped cards before packing.
  - These are packed in shipper's boxes, then into the transport boxes properly in batches labelled and sealed.
  - These are transferred with corresponding transfer slip to the warehouse.
  - Warehouse .staffs ensure proper accountability during storage and holding stage.
  - Upon receipt of delivery notice, good are prepared for loading with corresponding delivery documents (Waybill).
  - Security Officer conducts final checking during loading and gives clearance for dispatch as soon as security requirements during transport are satisfied.
-

# Contact us

Ryt Cards



**Phone Number:**

+2349010900900

+2348034007000

**Website:**

[www.rytgroup.net](http://www.rytgroup.net)

**Email Address:**

[toufic@rytgroup.net](mailto:toufic@rytgroup.net)

**Physical Address:**

5/7, Kolex Avenue, Ajao  
Estate, Lagos

---

**RYT CARDS LIMITED**

RC: 1560266