
	POLICY			
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TITLE:	ISMS POLICY			

ISMS POLICY

Kalavai Digital Private Limited is committed to maintain high quality standards in delivering timely and cost-effective solutions to our customers by continual improvement of our processes, instilling quality consciousness amongst all employees and recognizing the confidentiality, integrity and availability of information assets to relevant stakeholders including our customers.

The management of Kalavai Digital Private Limited is committed to ensure:

- All users covered by the scope of this policy must handle information appropriately and in accordance with its classification level.
- Information will be protected against unauthorized access and processing in accordance with its classification level.
- Breaches of this policy must be reported.
- Information security provision and the policies that guide it will be regularly reviewed, including through the use of annual internal audits.
- Protection of information and assets against unauthorized access by deploying adequate security controls covering logical and personnel security.
- Continuity of operations in line with business requirements and obligations to its stakeholders.
- Inclusion of security responsibilities of various departments / individuals to adhere to this Policy.
- Adequate security awareness and competence among associates at all levels to fulfil these responsibilities.
- Governance of security performance against appropriate targets and objectives, enabling continuous improvements.

Our Information Security Policy is typically reviewed periodically, as part of our information security management review program, or as required to recognise the changing needs and expectations of relevant interested parties or the risks and opportunities identified by the risk management process.

Rajkumar Haribabu

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Aparna Balachandran

Director/CEO