



INFORMATION SECURITY POLICY

We at Tata Steel Business Delivery Centre Limited (TSBDCL) recognize that information is one of our most valuable assets belonging to our business and operations and which help us maintaining and augmenting our competitive advantage.

TSBDCL is required to adhere to the policies and procedures set forth by its parent company, Tata Steel Limited (TSL). Our policy aligns with TSL's overarching security and standards. TSL has its own information security policy and TSBDCL follows the same to maintain consistency and coherence across the organization. The achievement of TSBDCL business goals depends on the ability to safeguard the information we create or possess by ensuring its confidentiality, integrity and availability at all times.

Information assets shall be classified based upon their business value and risk exposure and accordingly adequate controls shall be applied aligned to business requirements. The necessary measures such as policies, procedures and appropriate solutions shall be provided through Information Security Management System Framework (ISMS) to facilitate the process.

All Business Heads/Department Heads are directly responsible for ensuring compliance with our information security policy in their respective business domains.

Our employees shall understand the value of information and exercise their individual and collective responsibility to protect it.

Any access to information and information system shall be governed by the Information Security Policy of TSL. This would also include but not limited to; visitors, guests, business associates, consultants, vendors, suppliers and contractual employees, who visit the premises of TSL and those who have access to; or use information systems of TSL.

Respect for individual is central to the ethos of our organization and hence the information Security Framework shall ensure adequate mechanism are promulgated to Protection of Privacy of employees within TSL.

We shall continuously strive to improve and strengthen our Information Security initiative and make it as part of our identity and business action.

We, hereby, as committed and responsible employees of Tata Steel Business Delivery Centre Limited pledge to adhere and abide by the laid down Information Security Policies and Procedures in spirit and intent and discharge our roles and responsibilities as per the expectations set forth by TSL.

Sudeep Mishra

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Managing Director