

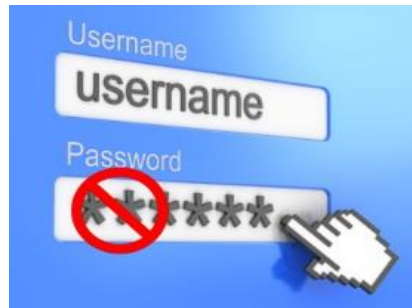
ISMS : Information Security Management System

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We are certified for INFORMATION SECURITY MANAGEMENT SYSTEM - ISO/IEC 27001:2013

Below are the  **DO'S & DON'TS**  as per ISMS

- USB (Data Storage Device), Camera & Mobile Phones /Smart watches are not allowed on floor
- Clear desk and clear screen : Don't leave your computer / sensitive documents unlocked
- Pen & Paper are not allowed on production floor
- Don't Share your Unique password (Application / CRM etc.) with any body
- Carry your Employee ID Card & Access Card



Cogent E-Services Limited

(Hereafter referred to as “Cogent”)

INFORMATION SECURITY MANAGEMENT SYSTEM POLICY

“Information security and its demonstration to our existing and prospective clients is critical to our survival and key to our growth.

Cogent shall use ISO 27001:2013 and its requirements as an Information Risk Management Framework to create its own Information Security Management System (ISMS).

Information security risk management will form a key component of all our processes and functions and ownership of managing risks of the assets shall rest with the asset owner.

Cogent shall implement procedures and controls at all levels to protect the Integrity, Confidentiality and Availability of information stored and processed on its systems and ensure that information is available to authorized persons as and when required.

Cogent is committed to continual improvement of its information security management system based on ISO/IEC 27001:2013 while meeting all legal, statutory and regulatory requirements.

Sd/-

ABHINAV SINGH

MANAGING DIRECTOR

1st March 2023. Version 2.1