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**MONEDO FINANCIAL SERVICES PVT. LTD.**

**INFORMATION SECURITY MEASURES  
POLICY**

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## **1. Overview**

The information and information systems used by Monedo Financial Services Pvt. Ltd. Monedo Financial Services Pvt. Ltd, will be referred as “Monedo”. The Information Security Measures (“Policy”) establishes the best industry practices and defines the requirements for establishing controls at Monedo.

## **2. Objectives**

The objective of this policy is to protect our employees, partners & vendors from cyber threats and cyber incidents. This policy describes the security measures we take to protect Personal Data processed by us.

## **3. Scope**

This policy applies to all of Monedo employees and contractors accessing Monedo’s systems, network and information, whether from Monedo’s devices or personal device.

## **4. Ownership**

The Ownership of this policy solely lies with IT Leadership team.

## **5. Responsibility for Implementation**

The responsibility for overall implementation and upkeep of this policy rests with the IT leadership which consists of the Chief Technology Office/ Head of Information Technology.

## **6. Reviews & Deviations**

This SOP shall be reviewed by the IT Steering Committee annually against changing business and IT environment to ascertain its appropriateness. The modification of the SOP shall be approved by IT Steering Committee.

## **7. Communication**

This SOP is communicated by CTO/ HOD-IT to the IT function and to third party as deemed necessary.

## **8. Operational Documentation**

### **A. Organizational Measures**

To ensure that we can respond quickly to every security risk, the IT Team makes continuous efforts for preventing our firm’s network and systems from cyber threats and cyber incidents. The same has been documented briefly in the cyber security management framework. Further implementation of Information Security Management Systems (ISMS) which supports the implementation of the objectives as identified for cyber security resilience are done by the IT Team. All cyber issues or incidents are reported to the IT Steering / Audit Committee.

### **B. Multiple Lines of Defense**

- 1) Policies
- 2) Standard Operation Procedures
- 3) Metrics of Implemented procedures
- 4) Education and Training
- 5) Periodic Risk Assessment (Internal & External)

### C. Measures while browsing

- Use of "strong" Usernames and passwords that is hard to guess.
- Identification of "phishing" or "fake" emails and websites where personal information, account numbers, card details are asked.
- In case notice any suspicious emails or fraudulent activities from your user account, report it to by sending an email to **"incident@monedo.in"**