Risk Assessment Policy

Version 2.6

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Reviewed and Approved By

Version	Date	Reviewed by	Approved By	Owner
1.0	12/06/08	Mr. Madhavaswamy	Mr. R.Kumar	ISM
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1.2	10/09/09	HR Director	Mr. R.Kumar	ISM
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1. PURPOSE

IT & IS Head must perform periodic information security risk assessments (RAs) for the purpose of determining areas of vulnerability, and to initiate appropriate remediation.

2. SCOPE

Risk assessments can be conducted on any entity within the AEL Data or any outside entity that has signed a Third Party Agreement with AEL Data. Risk assessments can be conducted on any information system, to include applications, servers, and networks, and any process or procedure by which these systems are administered and/or maintained.

3. ROLES AND RESPONSIBILITIES

The responsibility of effective Information security Risk Assessment being performed periodically applies to all individuals that are responsible for any Risk related to the Business Processes.

4. REFERENCE STATEMENTS

The execution, development and implementation of remediation programs are the joint responsibility of the IT & IS Head and the department responsible for the systems area being assessed. Employees are expected to cooperate fully with any risk assessment being conducted on systems for which they are held accountable. Employees are further expected to work with the Information Security Risk Assessment Team in the development of a remediation plan.

5. COMPLIANCE

5.1. Audits will be performed on a regular basis by authorized organizations/designated officers of AEL Data.
5.2. Audits will be managed in accordance with the Information Security Audit Procedure.
5.3. Every effort will be made to prevent audits from causing operational failures or disruptions.

6. EXCLUSIONS

There are no exclusions to the above guidelines

7. ENFORCEMENT

Any employee found to have violated this policy may be subject to disciplinary action as per HR & Admin Procedure.