

# **Encryption Policy**

Version 2.8

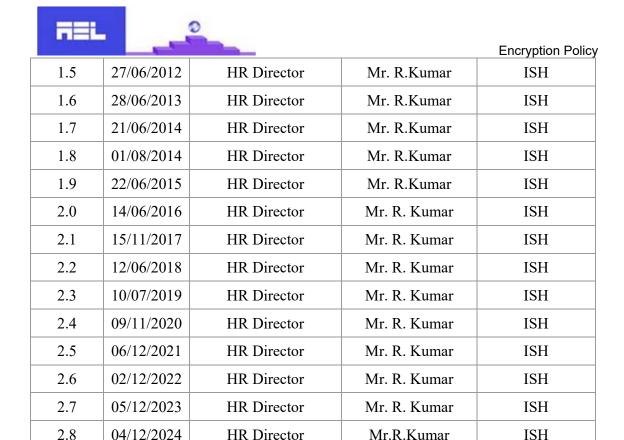
## **Document version control page**



Version	Date	Author	<b>Update Description</b>	
1.0	12/06/08	JayaseelanJ	Initial Issue	
1.1	22/08/08	JayaseelanJ	Format changes	
1.2	10/09/09	JayaseelanJ	Policy Document Reviewed	
1.3	12/07/2010	J.Jayaseelan	Policy Document Reviewed	
1.4	25/11/2011	Jayaseelan J	Policy Document Reviewed and ISM Name changed to ISH	
1.5	27/06/2012	Jayaseelan J	Policy Document Reviewed	
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1.9	22/06/2015	Jayaseelan J	Policy Document Reviewed	
2.0	14/06/2016	Jayaseelan J	Policy Document Reviewed	
2.1	15/11/2017	Santhosh S	Policy Document Reviewed	
2.2	12/06/2018	Santhosh S	Policy Document Reviewed	
2.3	10/07/2019	Santhosh S	Policy Document Reviewed	
2.4	09/11/2020	Santhosh S	Policy Document Reviewed	
2.5	06/12/2021	Santhosh S	Policy Document Reviewed	
2.6	02/12/2022	Santhosh S	Policy Document Reviewed	
2.7	05/12/2023	Muthukrishnan B	Policy Document Reviewed	
2.8	04/12/2024	Muthukrishnan B	Plocy Document Reviewed	

Reviewed and Approved By

Version	Date	Reviewed by	Approved By	Owner
1.0	12/06/08	Mr. Madhavaswamy	Mr. R.Kumar	ISM
1.1	22/08/08	Mr. Madhavaswamy	Mr. R.Kumar	ISM
1.2	10/09/09	HR Director	Mr. R.Kumar	ISM
1.3	13/07/2010	HR Director	Mr. R.Kumar	ISM
1.4	28/11/2011	HR Director	Mr. R.Kumar	ISH



### 1. PURPOSE

Encryption policy is to provide guidance that limits the use of encryption to those algorithms that have received substantial public review and have been proven to work effectively. Additionally, this policy provides direction to ensure that Federal regulations are followed, and legal authority is granted for the dissemination and use of encryption technologies.

## 2. SCOPE

This policy applies to all AEL Data employees and affiliates.

#### 3. ROLES AND RESPONSIBILITIES

All users using the AEL Data network and resources must adhere to this policy.

#### 4. REFERENCE STATEMENTS

Proven, standard algorithms such as DES, Blowfish, RSA, RC5 and IDEA should be used as the basis for encryption technologies. These algorithms represent the actual cipher used for an approved application. For example, Network Associate's Pretty Good Privacy (PGP) uses a combination of IDEA and RSA or Diffie-Hellman, while Secure Socket Layer (SSL) uses RSA encryption. Asymmetric crypto-system keys must be of a length that yields equivalent strength.

The use of proprietary encryption algorithms is allowed for any purpose approved by Chief Information Security Officer.

#### 5. COMPLIANCE



**Encryption Policy** 

- 5.1. Audits will be performed on a regular basis by authorized organizations/designated officers of AFI. 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.