XoriantLogo

**ISMS**

**Policy Exemption Request FORM**

**Version 0.01**

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| Owner: | Security Committee |
| Created: | 8 April 2014 |

Revisions

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| --- | --- | --- | --- | --- | --- |
| Version | Date | Description | Author | Reviewed By | Approved By |
| 0.01 | 8 April 2014 | Baseline | Dibakar D. | Deepak | Security committee |
| 0.01 | 27 April 2018 | Reviewed and no changes | Pramod K | Deepak | Security committee |
| 0.01 | 04 April 2019 | Reviewed and no changes | Satish S | Deepak | Security committee |
| 0.01 | 27th March 2020 | Reviewed and no changes | Bhushan K | Deepak | Security committee |
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| **Xoriant Policy Exemption Request Form** | | | |
| **Requestor Name:** | **Date** | | **Project/Dept. Name** |
| **Reporting Manager:** |  | |
| **Policy name where exemption is requested:**   1. USB mass storage access to be enabled 2. Webmail to be allowed 3. Web browsing category to be exempted from blocking 4. Browsing from servers to be allowed 5. CD Burning software to be installed 6. Others Specify   ……………………………………………………………….. | | | |
| **Exemption Requirement Description:** | | | |
| **Period of Exemption Required:** | | | |
| **Start date:** | | **End Date:** | |
| **Reporting Manager Comments and Approval:** | | | |
| **Security Committee Review Comments:** | | | |
| **Exemption request Approved : Yes/No** | | | |
| **Signature of the CISO** | | | |