



Intellectual property rights policy



TRIANZ INTERNAL

trianz.com

Statement of Confidentiality

The information contained in this document is internal to Trianz. It shall not be disclosed, duplicated, or used for any purpose other than that stated herein, in whole or in part, without the express written consent of Trianz.

Information Classification

<input type="checkbox"/>	Public
<input checked="" type="checkbox"/>	Internal
<input type="checkbox"/>	Confidential
<input type="checkbox"/>	Restricted

Table of Contents

1. PURPOSE	4
2. OBJECTIVE	4
3. SCOPE	4
4. POLICY STATEMENTS	4
5. BREACHES OF POLICY	6
6. REFERENCES	6
7. EXCEPTIONS(S)	6
8. ISO CONTROL MAPPING(S)	7

1. Purpose

- The purpose of this policy is to protect intellectual property rights of Trianz customers, suppliers, cloud service providers and any other material under the purview of IP rights.
- Intellectual property rights include:
- Trianz technology, methodologies and intellectual property anywhere in the world (including, without limitation, product(s), software tools, hardware designs, algorithms, software (in source and object forms), user interface designs, architecture, class libraries, objects and documentation (both printed and electronic)) existing at the effective date or otherwise arising outside of work under this Agreement;
- any derivatives, improvements, enhancements or extensions of the foregoing conceived, reduced to practice, or developed during the term or in performance of this agreement that are not uniquely applicable to the client's business processes and or that have general applicability in the art.
- This policy applies to all staff, including employees, contractors, suppliers, vendors and intern's etc. working for, or under the control of Trianz.

2. Objective

The objective of the policy is to establish guidelines and procedures for the management and protection of the Trianz's intellectual property assets in the context of digital innovation and transformation. This policy aims to ensure compliance with applicable laws and regulations, protection of customer data and proper management of third- party intellectual property.

3. Scope

The scope of this policy is limited to Information assets on which intellectual property rights of Trianz, customers, suppliers and any other proprietary material, wherever IP rights are applicable.

4. Policy Statements

- Trianz ensures compliance with legislative, regulatory and contractual requirements on the use of intellectual property rights.

- Trianz shall ensure its intellectual property rights (Intellectual properties as defined above in Section1) are protected and clearly specified in all our agreements with clients and vendors.
- The below are some of the practices, which will protect intellectual property rights:
- Trianz shall not use illegal or improper means to acquire a competitor's trade secrets or other confidential or competitive information.
- Trianz shall respect and work to protect others copyrights. Trianz shall do this by not reproducing, distributing, or altering copyrighted materials without the permission of the copyright owner.
- Trianz shall acquire software only through approved vendors and through reputable sources, to ensure that copyright is not violated.
- Trianz shall not duplicate, convert to another format or extract from commercial recordings and images other than permitted by copyright law.
- Trianz shall ensure that only authorized software and licensed products are installed. The cloud service customers shall have a process for identifying cloud specific licensing requirements before permitting any licensed software to be installed in a cloud service.
- Trianz shall maintain appropriate asset registers and identifying all applicable assets to ensure protecting intellectual property rights.
- Trianz maintains proof and evidence of ownership of licenses, master disks, manuals etc.
- Trianz implements controls to ensure that maximum number of users permitted are not exceeded for IPs.
- Trianz provides awareness of policies to protect intellectual property rights, and giving notice of the intent to take disciplinary action against personnel breaching them.
- Trianz shall control the disposal or transfer of software to others in accordance with legal and contractual requirements.
- Trianz shall comply with terms and conditions for software and information obtained from public networks
- All information, discoveries, developments, ideas, know how, inventions, trade secrets and/or original works of authorship developed or generated wholly or partially by employees during employment with Trianz including all intermediate and partial versions thereof, whether or not patentable, protected by copyright, or otherwise legally protectable ("Work Product") shall be the sole property of Trianz upon its creation and, in the case of copyrightable works, upon its fixation in a tangible medium of expression. This

is true even if the work product is created on employee's personal device or is used in conjunction with personal website or protected by employee password.

5. Breaches of Policy

Trianz will take all necessary measures to remedy any breach of this policy including the use of the disciplinary or contractual processes where appropriate.

6. References

Standard	Title	Description
ISO 27001:2013, ISO 27701:2019	Information security management systems	A.18.1.1
ISO 27017:2015	Cloud security	A 18.1.2

7. Exceptions(s)

None

8. ISO Control Mapping(s)

Category of Control	ISO 27001:2022 Control	Document Name as per ISO 27001:2022
Organizational control	5.32 Intellectual property rights Control The organization shall implement appropriate procedures to protect intellectual property rights	Intellectual Property Rights Policy

Document Control

Owner:	CISO	Release ID:	IPR-POL-0021
---------------	------	--------------------	--------------

For Trianz Process Improvement Group (TPIG) Purpose Only

Version History

Ver. No.	Date	Author	Reviewer	Approver	Reason for Change	Change Description
1.0	12-Aug-13	Srilakshmi			Initial Version	None
1.1	14-Oct-16	Sriharsha			Addition of Cloud services as scope of Certification.	Scope is modified to include Cloud services.
2.0	7-Dec-16	Balu Nair			Approved by CISO	Baselined
2.1	29-Apr-19	Balu Nair	Josh VM			Changed Trianz logo and Information classification modified
3.0	14-May-19	Balu Nair		Ganesh Arunachala	Approved for Release	Baselined
3.1	9-Nov-19	Karthik N	Phani Krishna		Review	

4.0	22-Nov-19	Karthik N	Phani Krishna	Vivek Sambasi vam	Approval for release to blue book	Baselined
4.1	10-May-20	Karthik N	Balu Nair		Review	Integrated to new template
5.0	14-May-20	Karthik N	Phani Krishna	Phani Krishna	For Approval	Approved and Baselined
5.1	21-Jan-21	Divya Gongalla	Phani Krishna	Phani Krishna	For Review	Updated with new information classification
6.0	21-Jan-21	Divya Gongalla	Phani Krishna	Phani Krishna	For Approval	Approved and Baselined
6.0	3-Jan-22	Divya Gongalla	Vijaya R		For Review	No Changes
6.1	17-Feb-2023	Anjaneyulu, Vijaya, Shalini Kumari	Balu		For Review	Policy updated for Employee Inventions and compliance to Client /Vendor agreements New template change
7.0	12-May-2023	Anjaneyulu, Vijaya	Balu	Srikanth Mantena	For Approval	Approved and Baselined
7.1	11-Feb-24	Shalini	Vijaya	Srikanth Mantena	For Review	Mapped to new ISO 27k 2022 Control

8.0	23-Feb-24	Shalini	Vijaya	Srikanth Mantena	For Approval	Approved and Baselined
8.1	30-Apr-25	Vijaya	Balu N		For Review	Migrated to new template
9.0	14-May-25	Vijaya	Balu N	Srikanth Mantena	For Approval	Approved and Baselined



Contact Information

Name

Email

Phone

Thank You

infosec@trianz.com



The content in this document is copyrighted; any unauthorized use – in part or full – may violate the copyright, trademark, and other laws. This document may not be modified, reproduced, or publicly displayed, performed, or distributed, or used for any public or commercial purposes. The Trianz name and its products are subject to trademark and copyright protections, regardless of how and where referenced.