

**EXHIBIT E:**  
**MARS, INCORPORATED, CONTRACTOR ELECTRONIC COMMUNICATIONS**  
**AND INFORMATION POLICY STATEMENT**

- **Open Communications and the Business of Mars, Incorporated**

Mars, Incorporated encourages open communications. Our open office environment and lack of private spaces in our facilities supports this principle. Mars, Incorporated also provides, at its expense, electronic communications systems to assist contractors in carrying out Mars, Incorporated business. Information, including but not limited to electronic mail, notes databases, Intranet and Internet information should be used in a manner which supports and improves all of our communication and business processes. However, it is essential that these facilities are used appropriately in order to improve efficiency and positively impact the way we are perceived by our business partners and consumers.

As electronic communications increase, it is important that these tools support our established culture and do not replace normal face to face or phone communication. All messages must be completely appropriate as a business communication, polite, accurate and to the point.

Electronic information, whether available internally via the Intranet, or externally through web browsing on the Internet, must also be used in a manner that supports both our ways of working and the needs of the business.

Contractors must abide by Mars, Incorporated Commercial policies. Contractors must never represent themselves as an agent or representative of Mars, Incorporated nor commit Mars, Incorporated to a business transaction, explicitly or implied.

All requests concerning information about our business shall be directed to Customer.

Any contractor requiring further information about this policy should ask initially for further guidance from Customer.

- **Ownership and Mars, Incorporated Access**

Electronic communications are not the property of any contractor and no contractors should have any expectations of privacy. All communications and stored information using Mars, Incorporated systems or assets (including but not limited to message content, attachments, audit trails and access logs) are the property of Mars, Incorporated. They are logged and are subject to access, audit, copying, review, deletion and disclosure without notice. By using Mars, Incorporated's electronic communications systems, contractors automatically consent to this monitoring of their communications and stored information. Monitoring is carried out only by authorized Mars personnel and only for security reasons, or where a contractor is unavailable, or when there is reason to believe that there may have been a breach of the principles set out in this policy statement or for the collection of consolidated data for assessing the performance of the services provided. Contractors using the electronic communications system also automatically consent to any processing of personal or sensitive data relating to them which may be involved in the monitoring process. The existence of passwords does not restrict Mars, Incorporated's right to access electronic communications. Personal messages will be treated no differently than other messages. However, communications should be treated as confidential and accessible only to the

intended recipients. Contractors are not allowed to access or read electronic communications not directed to them unless given prior approval.

All security, copyright and confidentiality arrangements must be complied with in full, including the use of the approved Mars, Incorporated anti-virus software.

- **Protecting Mars, Incorporated's Network**

Unauthorized physical connections from the Mars, Incorporated network or networked equipment are forbidden as these represent a significant security exposure. This includes, but is not limited to, unauthorized modem connections which create the possibility of simultaneous access to both the Mars, Incorporated network and external networks (including the Internet) which bypass the firewalls designed to protect our networks.

- **Storing Communications**

Mars, Incorporated's business style is to limit stored material to that which is needed to comply with legal requirements and to operate the business effectively. Any other material must be disposed of promptly. However, in the event that any form of legal action involving Mars, Incorporated is pending, contractors must keep any documents including e-mail that may relate in any way to the case.

- **Confidentiality**

Contractors must not send Mars, Incorporated's confidential or proprietary information (or similar information belonging to our customers or Providers) directly or indirectly to third parties unless authorized to do so. This includes, but is not limited to, business plans, trade secrets, formulae, research data, designs, drawings, processes, know-how, price lists, financial information, personnel lists and any internal compilations of otherwise public information, such as telephone or customer listings.

Confidential communications must be properly protected. They must not be sent to any person for whom there is no business need nor must any non-routine information be disclosed outside Mars, Incorporated without first obtaining approval of line management and Personnel & Organization.

Contractors should limit their use of distribution lists to forward e-mail messages unless there is a clear business need to do so. When using distribution lists, contractors should use care to ensure that all addressees may properly receive the information. Distribution lists should be updated regularly to ensure that the list reflects appropriate current recipients.

- **Prohibited Uses**

Use of electronic systems to engage in any communication in violation of the policies of Mars, Incorporated is strictly forbidden. The electronic communications systems must not be used to create or circulate inappropriate or offensive messages or to violate personal or civil rights. Such messages include, but are not limited to, those which have sexual content (explicit or implied), racial slurs, gender-specific comments, or any other comments that offensively address someone's age, sexual orientation, religious or political beliefs, or national origin. The systems may not be used to distribute jokes, promote chain letters or other communications likely to

damage the systems or reputation of Mars, Incorporated. The systems may not be used for the unauthorized processing of Customer Data, commercial ventures or for soliciting for religious, political or other organizations. Use of the systems to engage in communications that violate company policy or any applicable Law is strictly prohibited.

- **Professional Standards**

Use of the Internet and e-mail should supplement our business processes without changing our culture or standards. All communications and use must conform to the high standards of good taste and professional business behavior which apply throughout Mars, Incorporated. This means that the same high standards should be used whether Provider Personnel are accessing Internet sites, communicating by telephone, in meetings or in written materials and whether internal or external. Contractors should take care to ensure that all messages are courteous, professional and businesslike.

- **Important Cautions**

Mars, Incorporated will, on a selective basis, use its facilities to exchange electronic mail with other organizations. Use of the Internet - both participation in discussion forums including news groups, chat rooms, bulletin boards as well as information search and retrieval - may also be appropriate from time to time. In addition to ensuring that all such communications and use are required and are appropriate to the business needs, contractors must keep in mind the following:

- **Uncontrolled Circulation**

Material sent outside the business can be further circulated without our knowledge or approval, and contractors should compose communications accordingly.

- **Security Risks**

The electronic mail service sent over the Internet is not 100% secure (similar to a fax). It is possible for other Internet users to read e-mails passing over the Internet. Consequently, documents or other electronic messages should not be sent over the Internet if they are at all sensitive, commercially or otherwise.

Because it is possible to falsify the sender's address on the Internet, incoming mail items may not necessarily be from the person or organization from which they purport to come. Furthermore, e-mail has the potential to be intercepted and it is, therefore, conceivable that the contents of a message or attachments may have been altered before they reach you. Contractors should take appropriate measures to validate the source and content of any incoming communication.

- **Delivery Risks**

The Internet is not a managed service in the sense that there is no service standard for delivery upon which one can rely. Delivery of e-mail items within a specific period of time is not guaranteed. Mail may be delivered nearly instantly or it may take several days or it may not arrive at all. There is no recourse in this situation and you will not be able to establish from the system whether an item has in fact been delivered successfully. If a communication is important, you will need to make alternative arrangements for monitoring or establishing delivery.

- **Libel and Defamation**

Any statements or messages which would be regarded as libelous if contained in a paper document will equally constitute a libel when communicated electronically (e.g., by the Internet or e-mail). A claim for libel could potentially be brought against the business and/or the contractor and contractor's employer.

- **Unsolicited mail**

Although the business will do what it can to prevent unsolicited mail being sent to those using the external e-mail facilities, it is not possible to prevent entirely. The content of such mail may not be business related and may consist of items which some contractors may find offensive. If offensive material is received it must not be forwarded internally or externally, displayed or deleted, but it should be reported to the Local IT Support Manager and P&O Manager immediately.

- **Material content on the Internet**

The Internet is an uncontrolled environment in which information of all types is freely available. This includes material which may be highly relevant to the needs of our business as well as information which is not only inappropriate but which may be offensive. Deliberate access to or distribution of inappropriate, offensive, obscene, harassing, or defamatory material is expressly forbidden. Accidental access may occur, in which case contractors should ensure that such access does not recur. Internet usage and access is recorded and will be reviewed.

The electronic communication system must not be used for commercial ventures or for soliciting for religious, political or other organizations.

- **Software Standards**

In order to support the effective operation of the Mars, Incorporated Electronic Communications and Information Systems, unauthorized changes must not be made to the basic design of the software provided.

- **Compliance**

Failure to comply with this policy may result in disciplinary action up to and including termination of contractor and contractor's employer.

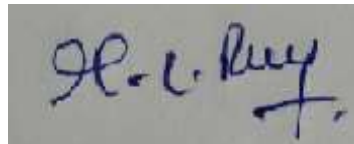
- **Personal Use**

Electronic information facilities should not be used for purposes other than Mars, Incorporated business and, in particular, must not be used for personal communication or personal business.

**CONTRACTOR ELECTRONIC COMMUNICATIONS AND INFORMATION POLICY  
STATEMENT ACCEPTANCE FORM;**

The business requires that Internet and external E-mail be limited to contractors who have a business Mars specific requirement to access such facilities. All individual contractors being granted access are required to sign the Mars, Incorporated Contractor Electronic Communications and Information Policy Statement Acceptance Form. The original of such will be maintained by the Commercial Department.

I have read the Mars, Incorporated Contractor Electronic Communications and Information Policy Statement and agree to be bound by all of the terms, conditions, and restrictions set forth within this Policy. I fully understand that should I violate the terms, conditions and/or restrictions of use as defined in the Policy, my contract for services through my employer will be immediately terminated.



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Contractor's Signature

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Madireddy Leeladhar Reddy

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Contractor's Name (Print)

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22/01/2024

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Date

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Tata Consultancy Services

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Contractor's Employer

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Authorized Signature