

Our privacy policy

As an employee I, **Surya Yenneti** understand that I represent Mphasis and on the basis of roles and responsibility assigned to me, I may get access to personal and sensitive personal data of employees, contractors, client's data, customer data, and shareholders data in due course of my employment. Such data may include employee Profile, customer information, financial information, travel profile, Bank related information and health information.

The personal and sensitive personal data shall be identified in accordance with applicable local laws of the land and in accordance with its nature, level of sensitivity, geography, and sector. I understand and agree that rules by which personal data are handled is determined by regulation, business requirement, and contractual commitment and as per defined process.

I understand and agree that personal information may reside on Mphasis authorized computing systems, backup system, applications, database, servers or may traverse the network, be present on paper or thoughts and such personal information shall not be disclosed or shared or misused by any means.

I understand and agree that all data locations, virtual or physical, must be controlled and protected at all levels and under all circumstances. I understand and agree that I am aware of the significance of the personal data I may handle or process and I shall ensure that I will take all the care and control to prevent copying, disclosure, sharing, selling, destroying or any other misuse or unauthorized of personal information.

I understand and agree that Mphasis relies upon employees, business partners and contractors to develop, maintain, follow and operate Mphasis provided systems, devices and networks in a safe and secure manner with all due care and caution. I understand and agree that I have the responsibility to keep the information safe, notwithstanding the location of such information including on computing systems, cloud, networks, paper copies, printer's business processes and verbal transmission of information.

I understand and agree that I will not share or transfer personal data including phone number/ mobile number or office address or email id of any other employee available except for a business purpose.

I agree to undertake privacy awareness mandatory training within one month from the date of joining and will continue to take such training once in a year.

I agree and understand that non-adherence to Mphasis Privacy Policy and not abiding by the aforesaid commitment may deemed to be a violation of the Privacy Policy and may invoke Mphasis disciplinary action procedure. For any query or concern related to privacy write to privacy@mphasis.com

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