

Code of conduct & Business ethics Policy

for

ECS Info Tech Private limited

1. Purpose of the Policy

This Policy establishes the ethical standards and principles governing the conduct of **ECS Info Tech Private Limited** in delivering cyber security, Digital forensics and cloud management services ensuring integrity, confidentiality and compliance with applicable laws.

2. Scope

This Policy applies to all directors, employees, contractors and third parties acting on behalf of the Company.

3. Policy Statement

The Company is committed to:

- 3.1 Conducting business with honesty, integrity and transparency.
- 3.2 Protecting client data, digital assets and forensic evidence.
- 3.3 Ensuring independence and objectivity in all cybersecurity and forensic engagements.
- 3.4 Complying with all applicable legal, regulatory and contractual obligations.

4. Key Principles

4.1 Information Security & Confidentiality

All personnel shall safeguard confidential information including client data, system access and digital forensic evidence and prevent unauthorized disclosure or misuse.

4.2 Digital Forensics Integrity

Digital investigations must maintain chain of custody, accuracy and legal admissibility. Evidence must not be altered, concealed or misrepresented.

4.3 Acceptable Use

Company systems, cybersecurity and Digital Forensics tools shall be used only for authorized and lawful purposes. Unauthorized access, testing or surveillance is strictly prohibited.

ECS Info Tech Pvt. Ltd.

Regd. Office: The First, B-02, ECS Corporate House, Behind Keshavbaug Party Plot, Off. 132 ft Ring Road, Vastrapur, Ahmedabad- 380015. Gujarat. India.

Phone: 8980005006 / 8980004000 | Web: www.ecscorporation.com

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4.4 Anti-Bribery & Corruption

The Company adopts a zero tolerance approach towards bribery, corruption and facilitation payments in any form.

4.5 Gifts & Conflicts of Interest

Personnel must avoid situations where personal interests conflict with Company interests and must disclose any such conflicts. Gifts or hospitality must not influence business decisions.

4.6 Third-Party Compliance

All third parties must be subject to appropriate due diligence and adhere to the Company's ethical and security standards.

4.7 Anti-Money Laundering & Fraud

The Company prohibits involvement in money laundering, fraud or any financial misconduct and requires prompt reporting of suspicious activities.

5. Reporting & Whistle blower Protection

All personnel are required to promptly report any suspected violations of this Policy. The Company prohibits retaliation against individuals reporting concerns in good faith.

6. Enforcement

Noncompliance with this Policy may result in disciplinary action including termination of employment or contract and may lead to legal proceedings where applicable.

7. Governance & Review

This Policy shall be overseen by the Board of Directors and reviewed yearly to ensure alignment with regulatory requirements and industry standards.

9. Acknowledgment

All applicable persons shall acknowledge and comply with this Policy.

Effective Date: 01.04.2025

Issued By: Legal Department

Approved By: Management of the Company

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