



## **GCQ CERTIFICATIONS INDIA LLP**

### **Confidentiality Policy**

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GCQ Certifications India LLP is committed to maintaining the confidentiality, integrity, and security of all information obtained, generated, or handled during hygiene rating and inspection activities. All confidential details, including client information, audit findings, reports, operational data, and documents that are not available in the public domain or commonly known within the sector, shall be treated with utmost confidentiality. The responsibility for safeguarding such information lies with the Directors and extends to all personnel associated with the Agency. To ensure this, all staff, auditors, inspectors, and external experts are required to sign a confidentiality agreement and strictly adhere to its provisions. Access to confidential information is controlled and channelized based on roles and responsibilities to prevent unauthorized disclosure, misuse, or loss. Information shall be used solely for the intended purpose and shall not be disclosed to any third party without prior written consent of the client, except where required by law or regulatory authorities, in which case the client shall be informed wherever permissible. The Agency is committed to implementing appropriate physical, administrative, and digital safeguards to protect confidential data and to taking strict action in case of any breach, thereby ensuring stakeholder trust and confidence.

A blue ink signature of Vijayankutty Narayanan, Chief Operating Officer, written in a cursive style.

**Vijayankutty Narayanan**  
**Chief Operating Officer**

Date: 10-01-2026

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