

# **BUSINESS CONTINUITY PLAN (BCP)**

## **JMJ FINANCE LIMITED**

### **Business Continuity Plan for MJJ Finance Limited**

#### **1. Introduction:**

Reserve Bank of India vide its circular RBI/DNBS/2016-17/53 (Master Direction DNBS. PPD.No.04/66.15.001/2016-17) of June 8, 2017 has given guidelines for Information Technology Framework for the NBFC sector ("Guidelines"). These Guidelines aim to enhance safety, security, efficiency in processes leading to benefits for NBFCs and their customers. NBFCs, pursuant to these Guidelines, are required to conduct a formal gap analysis between their present status and stipulations as set out in the Guidelines and put in place a time-bound action plan to address the gap.

JMJ Finance Limited (MJJ) recognizes the importance of maintaining business continuity to safeguard its operations, customers, employees, and stakeholders against potential disruptions caused by natural or man-made disasters. This Business Continuity Plan (BCP) outlines MJJ's strategies, policies, and procedures to ensure the resilience of critical business processes and minimize the impact of adverse events.

#### **2. Scope:**

This BCP applies to all operations and functions of MJJ Finance Limited, including but not limited to income generation, asset management, reputation protection, and property preservation.

This policy shall be read along with IT policy of the Company for more clarity.

#### **3. Objectives:**

The objectives of MJJ's BCP are as follows:

- Manage and control identified risks effectively.
- Allocate knowledgeable personnel and sufficient financial resources for BCP implementation.
- Conduct annual reviews of the adequacy of business recovery and contingency plans.
- Evaluate the adequacy of contingency planning by service providers whenever critical operations are outsourced.

#### **4. Information Security and Cybersecurity:**

MJJ ensures robust information security and cybersecurity measures, including:

- Implementing a maker-checker concept to reduce errors and misuse.
- Safeguarding information assets used in mobile financial services through end-to-end encryption.
- Using digital signature certificates to authenticate electronic documents and high-value fund transfers.

## **5. Business Continuity Policy:**

JMJ mandates its service providers to develop and implement robust frameworks for documenting, maintaining, and regularly testing business continuity and recovery procedures. It ensures adherence to these measures and maintains control over outsourcing arrangements to mitigate risks.

## **6. Back-Up of Data with Periodic Testing:**

JMJ conducts regular data backups to ensure data availability and integrity in the event of data loss, corruption, or system failures. Restoration testing is performed periodically to validate backup effectiveness.

## **7. Updates and Review:**

JMJ updates its BCP whenever there is a material change in operations, structure, business, or location. Additionally, function-specific BCPs are reviewed periodically to incorporate changes in operations, structure, business, or locations.

## **8. Board of Director Meetings and Review:**

The Board of Directors of JMJ oversees the implementation of the BCP and conducts periodic reviews to ensure its effectiveness. Board oversight ensures that the BCP aligns with organizational objectives and regulatory requirements.

## **Conclusion:**

JMJ Finance Limited is committed to maintaining a robust and comprehensive Business Continuity Plan to mitigate the impact of potential disruptions and ensure the continuity of critical business operations. By adhering to the principles outlined in this plan, JMJ aims to protect its stakeholders and uphold its reputation as a resilient and reliable financial institution.



**//Approved//**  
**For JMJ Finance Limited**

  
**Wholetime Director**