

F. No. 500/137/2011-FTTR-III
Government of India
Department of Revenue
Central Board of Direct Taxes
(Foreign Tax & Tax Research Division)

New Delhi, dated the 7th April, 2015

ORDER

An Information Security Committee (ISC) in the Central Board of Direct Taxes (CBDT) is hereby constituted comprising the following officers:-

- (a) Member (IT), CBDT
- (b) Joint Secretary (FT&TR-I)
- (c) Joint Secretary (TPL-II)
- (d) CIT (Inv.)
- (e) CIT (M&TP)
- (f) DIT (I&CI), New Delhi
- (g) DIT (Systems-II)

Member (IT), CBDT will be the Chairman of the ISC. CIT (M&TP) shall also perform the role of Chief Information Security Officer (CISO).

2. Broad Responsibilities of ISC would be as under:
 - (a) Ratification of the Information Security Policies and Procedures (ISPP) suggested by the CISO.
 - (b) Ensure that ISPP is implemented by ensuring the involvement of the business heads.
 - (c) Conduct the management review of the ISPP to ensure continuing suitability, adequacy and effectiveness of ISPP.
 - (d) Initiate internal and external security reviews and ensuring that action is taken to rectify any identified shortfalls.
 - (e) Responsible for disciplinary action in cases of breach of ISPP.
3. Broad Responsibilities of CISO would be as under:
 - (a) Responsible for preparing, maintaining and communicating ISPP.
 - (b) Oversee all information security processes and serve as the focal point for all information security issues and concerns.
 - (c) Ensure that responsibilities are defined for and that procedures are in effect to promptly detect, investigate, report and resolve security incidents.
 - (d) Ensure that ongoing information security awareness education and training is provided to all employees.
 - (e) Provide reports to the ISC on the status of information security, policy violations and information security incidents.

(Gaurav Sharma)
US [FT&TR-III(1)]

Copy to:

1. The Chairperson, CBDT and all Members of the CBDT
2. Members of the Information Security Committee
3. Addl. DIT (DBC) for putting it on www.irsofficersonline.gov.in

(Gaurav Sharma)
US [FT&TR-III(1)]