



Business Continuity Plan

Policy Statement

The overall objective of the Business Continuity Plan is to provide our customers with a level of service from all parts of the business and from all offices, with the minimum of disruption, as far as reasonably practicable, in the event of business disruption incident.

The Senior Management Team (as detailed within the Business Continuity Plan) will ensure the ongoing effectiveness of the Plan by:

- Ensuring that the Business Continuity Plan and its objectives are established and are compatible with the strategic direction of the organisation
- Ensuring the integration of the Business Continuity Plan requirement into the organisation's business process
- Ensuring that the resources needed for the Business Continuity Plan are available
- Communicating the importance of effective business continuity management and conforming to its requirements
- Ensuring that the Business Continuity Plan achieves its intended outcome
- Directing and supporting persons to contribute to the effectiveness of the Business Continuity Plan
- Promoting continual improvement
- Supporting other relevant management roles to demonstrate their leadership and commitment as it applies to their areas of responsibility

A handwritten signature in blue ink, appearing to read 'M Gelder'.

Mark Gelder
Managing Director