

## BUSINESS CONTINUITY POLICY

SDM Holdings Limited is committed to implementing and maintaining robust business continuity arrangements which will enable critical functions to continue to deliver key services in the event of minor/major incidents, disruptive events, and crisis situations.

To achieve this objective, the organisation will maintain an effective and efficient Business Continuity Management System based upon the requirements of ISO 22301:2019.

In particular, SDM Holdings Limited will:

- Ensure business continuity arrangements meet the requirements of any statutory, regulatory, and contractual duties placed upon it.
- Develop, implement, maintain, and continually improve business continuity strategies, plans, and arrangements.
- Ensure all functions/activities have effective strategies and plans to manage disruptive events and maintain service delivery.
- Ensure business continuity arrangements reflect the level of risk accepted by Top Management.
- Create strategies and plans for new risks (if appropriate) that have been identified as a result of the risk management process, and have adequate arrangements in place for existing risks that could affect service delivery.
- Provide assurances to all stakeholders through the implementation and maintenance of relating strategies and plans.
- Apply this policy to all functions and activities within SDM Holdings Limited.
- Provide adequate resources, training, and competent staff required to establish, implement, operate, and maintain the Business Continuity Management System.
- Ensure all business continuity critical suppliers are made aware of this policy and their contribution to the effectiveness of the Business Continuity Management System.
- Test and review its business continuity arrangements on a regular basis.
- Evaluate its response to disruptive events and identify areas for further development.
- Ensure it adopts best practices where improvements to arrangements can be achieved.

The continual improvement of SDM Holdings Limited Business Continuity Management System is fundamental to the success of its business and must be supported by all employees as an integral part of their daily work.

**Signature/Realise Confirmation**



27.07.22

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Marc Chauveau  
Managing Director



27.07.22

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Nicola Peters  
Quality & Compliance Manager