

# Business Continuity Policy

Our Business Continuity system is aimed at minimising the impact resulting from disruption to primary business functions and our customers. Business Continuity management is established to ensure our company can continue to deliver an acceptable level of service to our key customers in the event of any disruption. The policy applies to those departments and areas of Opus Trust Communications as set out in the scoping document.

## Management Statement of intent and commitment to business continuity

The Opus Trust Communications management team is committed to:

- Maintaining an effective Business Continuity Management System (BCMS) that is certified to ISO 22301:2012.
- Continually developing and improving the effectiveness of the Business Continuity Management System.
- Ensuring that the BCMS is subject to appropriate testing and evaluation.
- Establishing and reviewing business continuity objectives (documented within the IMS Manual).
- Ensuring the availability of resources.
- Complying with all relevant legislation and applicable requirements.
- Ensuring all personnel are provided with appropriate training and awareness to enable them to understand and comply with the requirements of the Business Continuity Management System.