

## **SENTINEL PARTNERS LIMITED BUSINESS CONTINUITY POLICY**






**ISO 22301: 2019**

The Management Team accepts and retains responsibility for establishing, maintaining, and implementing a business continuity management system and for controlling those particular activities for which it is responsible.

We undertake to ensure through instruction, practical example and training that the quality and delivery of a sustainable service is the aim of all members of the company, and that each employee and interested party has a proper understanding regarding the importance and direct relevance of the business continuity management system, to the on-going success, viability and reputation of the company.

In specific terms The Management Team, in line with its commitment to this international standard, will ensure that the company satisfies applicable requirements related to legal and wider industry protocols and its documented interested parties.

As a management team we also;

-  Provide resources to plan, implement, maintain, and review its business continuity management system
-  Undertake a thorough business impact and risk assessment
-  Provide a plan and incident procedures capable of dealing with and recovering from any disruptive incident
-  Communicate its planned procedures internally, to all staff and, externally, to relevant interested parties
-  Undertake periodic testing, review, and maintenance of its incident procedures

Every employee has designated responsibilities and will be trained to perform duties required by his or her specific role within incident procedures and response. Furthermore, the company will ensure that any sub-contractors employed for a particular function will be made aware of incident response and recovery procedures.

The company has a policy of continual improvement and establishing objectives in line with the framework laid down within ISO 9001 and including the principles of BS ISO 22301.

We hereby certify that our Manual along with operating procedures, accurately describe the business continuity management system in use within the company and meets the requirements of BS ISO 22301.

The business continuity management system will be formally monitored, reviewed, and tested, in line with a suite of objective performance measures – approved by the senior management team.

Graham McCusker – Director

Date: 23<sup>rd</sup> March 2023

Signature:



Lee Coupland - Director

Date: 23<sup>rd</sup> March 2023

Signature:

