

# Eco-SMART Inc.

## BUSINESS CONTINUITY POLICY STATEMENT

This policy statement sets out Eco-SMART's strategic commitment to ensure that it is resilient at all times to threats to its staff, business, assets, stakeholders and reputation.

Eco-SMART is a leading start-up Integrated Support Services Company that has capabilities in the design of infrastructure, heavy building construction, services and maintenance of assets and facilities in the built environment.

The continuity of our critical functions and activities is paramount and for this reason we have established a business continuity management system. I expect everyone to comply with the requirements of this policy and the system and to contribute proactively to the achievement of our business continuity objectives. Our overall objective is 'back to normal as soon as possible', which is underpinned by the following aims:

- to safeguard the health, safety and welfare of our staff and those under our management (our top priority at all times);
- to promptly respond to, recover from, resume, and restore to normal levels of operation our bidding, design, building, servicing and maintenance activities following disruption;
- to protect profits and revenue and avoid financial losses following disruption; to continue to fulfil our legal and compliance obligations following disruption;
- to support communities to restore to 'normal' where they are adversely affected by our activities.

In order to fulfil these objectives, each Business Unit is to:

- undertake Business Impact Analyses and Risk Assessments to understand their critical activities, the resources needed to deliver them and the threats and risks to continuity of operation;
- determine recovery priorities and develop strategies to enable continuity of the critical activities;
- input those strategies and the arrangements to deliver them into Business Continuity Plans which clearly explain what to do in the event of a disruption to normal business operations;
- facilitate and host centrally organized audits;
- contribute to the continuous improvement of the Business Continuity Management System;
- establish and implement:
  - an awareness and training program to embed business continuity into the local culture;
  - an exercise and test program to rehearse Business Continuity Plans in reasonably authentic emergency simulations;
  - all other system compliance requirements.

Directors are to:

- own the management of key threats and risks to their operations and ensure the review, sign-off and rehearsal of their own Business Continuity Plans;
- nominate a senior representative as a Business Continuity Sponsor (supported, if needed, by Champions) to take responsibility for system implementation in their respective parts of the business;
- ensure that appropriate resources are provided to implement this policy and the system.

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Brentnol L. Archer,  
CEO/ Managing Director Eco-SMART Inc.