

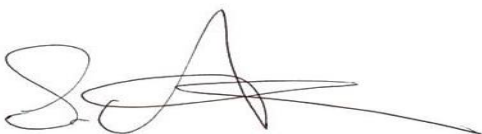
This Policy Statement applies to all companies within the Total Solutions Group and applies to any other subsidiary or trading brand used by the group. This Policy Statement forms part of the Total Solutions Group Business Continuity Management System which is aligned to BS EN ISO 22301:2012.

We recognise our responsibility to ensure compliance to all relevant legislation and eliminate hazards where possible. We are committed to achieving continual improvement in our Business Continuity Management System. This policy should be read as complimentary to the other policies (Quality, Environmental and Health and Safety) which have been produced.

It is the aim of the Board, as far as is reasonably practicable, to ensure that:

- We shall minimise the impact on service delivery to the lowest level possible in the event any Business Continuity Incident.
- Embed Business Continuity Management within the routine processes of the business.
- We shall ensure that the Managements System is appropriate to the purpose, the size and context of our business and to the specific nature of its Business Continuity risks and Business Continuity opportunities we face.
- The Business Continuity Plan shall be activated by the Group Managing Director or in her absence the HSEQ Director.
- Authority levels shall be established and recorded within the authority matrix.
- The scope of the management system is documented within the IMS Manual and shall contain no exclusions or limitations.
- All Business continuity incidents shall be investigated.
- Provide Business Continuity arrangements including planning, organisation, leadership, control, monitoring, review and reporting;
- Ensure, so far as is reasonably practical, co-operation, co-ordination and exchange of information between employees / sub contractors and all other interested parties;
- Establish emergency and other procedures for serious and imminent danger
- Business Continuity objectives are set and reviewed through the management review process.
- Test the Business Continuity plan no less than annually.
- This policy shall be reviewed no less than annually or in the event of significant changes to internal or external factors occur.
- This policy shall be available to all interested parties on the Total Solutions Group website

Signed:

A handwritten signature in black ink, appearing to be "S.A.", written in a cursive style.

Managing Director
June 2018