Business Continuity Management Policy

This statement sets out telent`s strategic commitment to Business Continuity Management covering all aspects of our business activities.

By ensuring the organisation has a strategic and tactical capability to plan for, and respond to, incidents and business disruptions telent is able to ensure ongoing operational effectiveness and the delivery of its key products and services.

Commitment

It is the policy of telent to ensure that appropriate levels of resilience are in place throughout the organisation to safeguard the interests of the organisation and its key stakeholders.

telent is committed to:

- Treating Business Continuity Management as a business critical issue;
- Ensuring all parts of our organisation conduct a Business Impact Analysis and Risk Assessment;
- Ensuring Strategies exist for identified critical activities;
- Ensuring Business Continuity Plans are in place and are periodically exercised; and
- Achieving individual accountability for compliance with this policy, supporting related policies and supporting procedures.

Policy

The Chief Executive Officer, with support from the telent Senior Management Team, has overall responsibility to ensure that this policy is effectively implemented and delivered throughout the telent business.

As Part of an ongoing commitment to Business Continuity Management, telent will;

- Implement a business continuity management system in accordance with ISO 22301:2012 and that meets the requirements of ISO/IEC27001:2013.
- Establish business continuity objectives and targets, processes and procedures relevant to managing risk improving business continuity.
- Ensure that the business continuity management system is subject to ongoing appraisal against the policy and objectives.
- Maintain and improve the business continuity management system through preventive and corrective actions; and
- Ensure that the business continuity management system and the associated policies, standards, procedures and plans are embedded in the day-to-day operational activities and culture of the business.

Review

This policy and our performance in meeting its requirements will be monitored and reviewed by the Senior Management Team, as a minimum, annual basis.

Responsibilities

- telent will develop, implement and maintain a Business Continuity Management System in accordance with the best practice contained within ISO 22301:2012.
- Senior Managers will achieve compliance to this policy through the development, implementation, maintenance, publication, communication and exercising of Business Continuity Plans.
- All Managers will be responsible for communicating this policy and raising awareness of Business Continuity Management and supporting procedures within their area of responsibility.
- All staff (i.e. permanent staff, contractors and temporary staff) will adhere to this policy and supporting procedures.
- The CEO is the ultimate Risk Owner and through the management review process, delegates the daily management of that risk to the Head of Security & Business Continuity.

Mark Plato
Chief Executive Officer

telent
talent with technology

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