



BUSINESS CONTINUITY POLICY

NSML shall, as part of its risk management framework, develop, test and maintain Business Continuity Plans for the company's critical business functions in order to ensure continuity of business in case of a disaster or any disruptive event that severely impacts on critical business processes or the work environment.

In this regard, the company shall ensure that:

- A formal risk assessment and business impact analysis is periodically undertaken in order to determine the requirements for the Business Continuity Plan.
- The Business Continuity Plan covers all essentials and critical business functions.
- Business Continuity Plan is underpinned by availability of alternate sites, back up resources, emergency response procedures and a functional communication plan.
- The Business Continuity Plan is tested at least once a year in a simulated environment to enhance business resilience and necessary improvement made.
- The Business Continuity Plan is updated annually to take into account changing circumstances.
- Staff are provided with the appropriate organisation, facilities, procedures, guidance, communication and training so that immediate and coordinated action can be taken to manage a crisis disaster.
- Close liaison is established and maintained with appropriate government and industry bodies as well as stakeholders.
- Managers are accountable for recovery of their business functions and recovery planning shall be part of their unit's goals and performance evaluation.

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MD/CEO

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