



BUSINESS MANAGEMENT SYSTEM POLICY

The Company is committed to maintaining and continually improving and Business Management System (BMS) that preserves quality of our services (ISO9001), the security of information that we are responsible for (ISO27001) and to actively seeking ways to have a positive impact on the environment (ISO14001)

This is achieved by adopting a risk-based approach to management relative to the areas identified above so that:

- The needs of clients and service users and the requirements of corporate governance are met.
- Partnership arrangements involving sharing and exchange of information are legal and secure.
- System processes are effective and correct.
- Confidence that services & products offered by third party suppliers of information security assurance are adequate and fit for purpose.

System requirements will continue to be reviewed and aligned with our goals and with requirements of our adopted standards.

Control objectives for information security are contained in the BMS Manual (6.2) and are supported as appropriate by specific, documented policies and procedures. In particular, it is the Policy of KPM to ensure that:

- The contents of this Policy and the BMS Manual are communicated and understood throughout the organisation.
- Regulatory and legislative requirements relevant to the BMS will be met.
- The BMS will be continually improved
- The environment is protected, and actions taken to reduce and actively promote the reduction of pollution

A review of strategic and operational Business Management Objectives is conducted during the Annual Management Review Meetings to establish their status and the effectiveness of the actions taken to achieve them, as well as their appropriateness to the needs of the business.

All employees and contractors of KPM and other non-employees granted access to information systems are expected to comply with this policy and with other policies and procedures contained within this BMS as appropriate to their work roles. All staff, and certain external parties, will receive appropriate training.

This document is available upon request to all interested parties.

A handwritten signature in black ink, appearing to read 'Marian Lively', written in a cursive style.

Marian Lively
Managing Director