



## **Business Continuity Policy Statement**

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Scientific Laboratory Supplies Limited (SLS) shall ensure the welfare and survival of the organisation by protecting and managing adverse events with the potential to cause significant harm, whilst protecting the interests of the employees, customers, our neighbours, the environment, suppliers, and shareholders, and enable business as usual when disruptive events occur.

To ensure that SLS fulfils this policy, a Business Continuity Plan (BCP) has been developed, modelled around the activities and operations undertaken throughout the organisation.

The BCP document describes;

- The procedures and principles required to support and manage emergency preparedness and the subsequent business response;
- The procedure for managing emergencies that have the potential to require the involvement of the emergency services;
- The responsibilities and the manner in which the business can begin to recover to normal operation as soon as is possible.

Furthermore, the BCP will be distributed to all SLS personnel and will be made available to interested parties upon request. Preventative controls will be undertaken on a continuous basis, under the instruction and supervision of senior management.

This policy will be reviewed and revised as necessary, on a regular basis, but must be reviewed at least once every 12 months.

The continued supply of product to the customer is essential for SLS. In the event of a situation that restricts the normal supply of products to a customer, SLS can guarantee a continued supply of products through alternative sources. The use of multi-location stock storage and the national positioning of 3 main offices ensure the continuance of essential business functions when disruptive events occur.

**Peter Lister**  
Operation Director

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