

ISMT Limited
Business Continuity Policy

Introduction:

ISMT Limited (“ISMT”/ “Company”) recognizes the importance of ensuring a sustainable business and has developed the Business Continuity Policy (“Policy”) to manage and mitigate the risks and uncertainties that may disrupt the business. This Policy ensures that the Business Continuity Management systems are developed and in place to safeguard the interests of the stakeholders and reduce economic and other losses to the business.

Scope:

This Policy applies to all employees and members of the Board of Directors as well as to all contractors, consultants, vendors, customers, dealers and other representatives acting on behalf of the Company.

Objective:

The purpose of this Policy is to provide an effective and documented framework and process to manage critical activities, their dependencies and ensure business continuity in case of disruptions.

ISMT’s business continuity system is focused on the following areas:

1. Ensuring safety of employees, information and assets during a disruptive incident.
2. Ensuring continuity of business operation, recover & return to normal business state after incident.
3. Proactive approach to minimize the impact of incidents.
4. Maintaining uninterrupted upstream and downstream supply chain.
5. Keeping channels open for sales, customer interactions & collaborations with our partners.

Approach:

The Company has adopted following approaches to minimize effects of any major disruption/ incident:

- **Impact analysis:** Align business continuity plans to the overall strategy of the Company. Contain and minimize the impact of disruptive incidents on the Company’s revenue, operations, and reputation.
- **Risk assessment:** Evaluate worst case scenarios by identifying internal and external possible disruptive incident(s) and areas of risk concentration. This also includes reviewing the Company’s risk appetite and action plan by considering vulnerability to each disruptive event.
- **Strategy development:** Develop business recovery strategies and plans to mitigate major incident/disruption so as to reduce the likelihood, impact, and recovery time. Make business continuity planning a constituent part of all new business requirements.
- **Contingency:** Ensure third party suppliers of products and services have suitable contingency or recovery strategies in place, over the life cycle of the product and service.
- **Compliance:** Ensure Business Continuity Plan is complied with the applicable statutory requirements, if any.
- **Resource planning:** Ensure the availability of resources needed for the establishment, implementation, maintenance, and continual improvement of Business Continuity Plans.
- **Learning and development:** Promote business continuity awareness in the Company by means of effective communication, education, and training so employees are aware of the Company’s objectives and their own roles in the plans.
- **Review:** Review its adequacy and comprehensiveness periodically so that we meet the challenges of the changing environment.

Policy Review:

This Policy may be amended or modified from time to time in case of any subsequent changes to the provisions of applicable Regulations or when deemed necessary to strengthen the Business Continuity Management systems and process.

For ISMT Limited

Nishikant Ektare
Managing Director
Date: March 6, 2023
Place: Pune