

## BUSINESS CONTINUITY POLICY

### DECO GROUP OF COMPANIES

#### **DUBAI ENGG. FACTORIES EQUIPMENT & MACHINERY SUPPLY TRD. LLC DOLPHIN EURO ELECTROMECHANICAL CONTRACTING LLC**

##### **BUSINESS CONTINUITY POLICY STATEMENT:**

To ensure that DECO Group is well prepared to meet its Client's needs and resume regular business operations in a timely manner in the event of a significant business disruption under the guidelines of ISO 22301.

##### **DECO GROUP OF COMPANIES COMMITMENT & POLICY:**

DECO Group is committed to ensuring its ability to plan for and respond to incidents and business disruptions in order to continue business operations at an acceptable predefined level. At DECO Group, we have identified potential impacts to our organization – that may cause to its operations. Therefore, we have used this information to:

- Mitigate risks to business continuity.
- Preserve the firm's property and the property of our clients.
- Enable as quick a recovery as possible in order to meet the business needs of our clients.
- Prioritize the immediate safety of our employees.

At DECO Group, we have developed effective responses to potential incidents and disruptions which cannot be entirely eliminated, but, safeguards the interests of our stakeholders, reputation, brand and value-creating activities. We have considered all necessary legal and regulatory requirements and have implemented processes to maintain compliance and the continuity of our operations.

We are committed to ensuring that we are well prepared to meet customer needs and resume regular business operations in a timely manner in the event of a significant business disruption to ensure business objectives are met legal norms.

To help us achieve our aim, we have created a business continuity management system which satisfies the requirements of ISO 22301.

In order for us as a company to successfully meet our Business Continuity Management Policy and Plan, we have set Business Continuity Objectives and Targets across our organization to aid with our ability to successfully maintain business as usual through any incident. This allows our performance and progress in improving our ability to react and deal with an incident to be regularly monitored and measured for success.

##### **STANDARD COMPLIANCE:**

Ensuring all staff receive training on how to work from office and home.

- Review third party (Certification Body) performance yearly on BCMS for effectiveness.
- Ensuring awareness of Business Continuity through online training and inductions.
- Report on Business Continuity incidents within 1 week of occurrence.
- To ensure a Business Continuity incident will not result in a loss of Clients.
- Management review meeting for continual improvement

Business Development Manager

Managing Director & CEO



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