

SIRIM

BUSINESS CONTINUITY POLICY



POLICY STATEMENT

We are committed to ensuring the continuous and uninterrupted operation of critical business functions in the face of unforeseen events or disasters. We believe that providing a structured and proactive approach to dealing with disruptions is vital for safeguarding the long-term viability of the organisation.

OBJECTIVES OF THE POLICY:

1. To identify and assess potential risks, threats and vulnerabilities that could potentially disrupt business operations and continuity;
2. To comply with legal requirements, industry regulations and standards related to business continuity and disaster recovery; and
3. To enhance SIRIM's reputation and build trust among stakeholders by demonstrating preparedness and resilience in the event of disruptions.

SCOPE OF THE POLICY

This policy applies to all activities, functions, products and services of SIRIM's business that are critical, and any related processes supporting them.

OUR COMMITMENT:

Risk Assessment and Mitigation

We assess and identify potential risks to critical business functions and develop and implement strategies to mitigate these risks to an acceptable level.

Resilience Planning

We develop and maintain comprehensive business continuity plans for all critical business processes. The plans encompass clear roles and responsibilities, communication protocols and recovery procedures.

Safeguarding Stakeholders

We recognise the importance of safeguarding the interests of our stakeholders during crises by implementing measures to ensure their safety and trust and provide the necessary support.

Resilience Technology and Infrastructure

We ensure the resilience of our organisation systems, data and infrastructure to minimise the impact of disruptions, by conducting regular backups and recovery mechanisms.

Communication

We establish effective communication channels to keep employees and other stakeholders which include contractors, suppliers, vendors, customers and visitors during a crisis.

Continual Improvement

We establish a feedback mechanism to continually improve business continuity plans based on lessons learned from actual incidents, tests and exercises.

SIRIM reserves the right to review and revise the policy for its continued suitability and when deemed necessary.

By Order of,

NIK SAZALI BIN NIK HUSSIN

Acting President and Group Chief Executive Officer
SIRIM Berhad
01 August 2025