

Vantage Towers Global Supplier Policy Business Continuity Management

Last Update:
11.06.2021

Scope:

This Policy applies to all agreements between Vantage Towers and Supplier.

All references to "Supplier" or "Supplier personnel" in this Supplier Policy shall, where relevant, also include all officers, employees, contractors, subcontractors and agents of Supplier and other persons under its influence or control. Supplier shall procure compliance by such persons.

All references to "Vantage Towers" include the relevant Vantage Towers contracting entity and other Vantage Towers group companies that benefit from the goods and services being provided.

It sets out Supplier's obligations in relation to Business Continuity Management.

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1. Policy

1.1. Introduction

Business Continuity Management (BCM) is a holistic management process that identifies potential threats to an organization and the impacts to business operations those threats, if realized, might cause, and which provides a framework for building organizational resilience with the capability of an effective response that safeguards the interests of its key stakeholders, reputation, brand and value-creating activities. This definition forms the official definition of ISO 22301 (the management system standard for BCM), the Disaster Recovery Institute (DRI) International and the Business Continuity Institute (BCI).

For a diversified organization such as Vantage Towers, it is vital, that not just the company-own core business components are set up appropriate, in order to be resilient to threats and possible impacts to its business. With regard on Vantage Towers' supply chain and all contractors and services included for the end products and -services of Vantage Towers, it is therefore essential for all Suppliers to adhere to the BCM obligations outlined in this Supplier Policy.

2. Supplier obligations required for compliance

Supplier shall:

- promptly and accurately complete and return Vantage Towers BCM Questionnaire whenever requested by Vantage Towers for the products & services provided to Vantage Towers (no more often than once per calendar
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year);

- have its own BCM system and arrangements in place, based on an accepted international standard (e.g. ISO 22301);
- assign an accountable person for BCM for the products & services provided to Vantage Towers;
- perform a risk assessment on a periodic basis to identify the risks that could cause a business interruption in relation with the provision of products & services to Vantage Towers and ensure that appropriate controls are implemented to manage and control such risks (e.g. Business Continuity Plan);
- have a documented Business Continuity Plan (BCP) in place to ensure continuous provision of the products & services to Vantage Towers. The plan shall set out how business operations shall be restored following an interruption to or failure of business processes within a time period agreed with Vantage Towers as described in this policy;
- test the BCP on a periodic basis to ensure plan effectiveness in relation to the provision of the services to Vantage Towers;
- in the event Vantage Towers identifies a weakness or non-compliance in Supplier's BCP or other BCM arrangements related to the provision of services to Vantage Towers, the Parties shall address such weakness or non-compliance in the form of mutually agreed action plan and timeframes;
- have a crisis management plan in place that describes the actions to be taken in the event of an incident or event that impacts the delivery of products & services to Vantage Towers;
- notify Vantage Towers in the event of a service interruption which impacts the provision of the products & services to Vantage Towers; and
- participate in Vantage Towers' managed business continuity exercises or audits as requested by Vantage Towers (no more than once per calendar year). If Supplier breaches the obligations in this policy, Vantage Towers has the right to audit Supplier (up to a maximum of once per year).
