

## **Risk Management Policy**

### **1. Background**

- 1.1 Risk management is an ongoing part of our business activities.
- 1.2 A formal plan of action is maintained in an up to date form by the Company.

### **2. Policies**

- 2.1 The Chief Executive will ensure that at the end of each financial year a full risk assessment is undertaken, and existing policies are comprehensively reviewed and updated.
- 2.2 Any significant unmanaged risk identified should be addressed immediately.
- 2.3 Copies of all critical scientific data and intellectual property should be stored off site in a manner approved by the Chief Executive Officer.
- 2.4 A daily, weekly, monthly and yearly backup procedure for all IT information will be undertaken. The system administrator is responsible for ensuring that this is carried out and signed off on a daily basis.
- 2.5 The system administrator will ensure that the electronic security logs are monitored to ensure there has been no unauthorised access to our computer network.
- 2.6 At the end of periodic reviews, the senior management must review the above procedures to monitor compliance issues.