



Approved by Joint organization
members meeting of
GREEN COOL LTD
02.02.2023
Vinnytsia, Ukraine

Business Continuity Policy

1. Policy Designation

GREEN COOL LLC is dedicated to maintaining efficient, uninterrupted operations by adopting a Lean approach to business continuity. As a leader in the Ukrainian refrigeration equipment manufacturing industry, our commitment to minimizing waste, maximizing value, and continuously improving processes ensures our resilience in the face of disruptions.

This policy outlines our commitment to leveraging Lean principles to protect our operations, workforce, and reputation, ensuring we can swiftly adapt and continue delivering high-quality products to global markets.

2. Objective

To ensure the development, implementation, and continuous improvement of GREEN COOL LLC's business continuity system, safeguarding our operations, workforce, and reputation.

3. Introduction

The business continuity system at GREEN COOL LLC is designed to identify, prevent, and mitigate risks that could interrupt our business processes. This system is vital for maintaining the company's reputation as a reliable supplier of refrigeration equipment, ensuring the loyalty of our customers, partners, and stakeholders.

4. Scope

This policy applies to all employees, managers, contractors, consultants, and any other representatives working on behalf of GREEN COOL LLC.

5. Objectives of Business Continuity System

The business continuity system at GREEN COOL LLC focuses on the following key areas:

- **Risk Prevention and Identification:** Identifying and eliminating potential threats to business operations.
- **Proactive Incident Management:** Minimizing the impact of incidents through preemptive planning and rapid response.
- **Efficient Recovery:** Ensuring quick recovery of business operations to minimize downtime and financial impact.
- **Customer and Partner Loyalty:** Preserving and enhancing the loyalty of customers and business partners by consistently demonstrating our commitment to business continuity.

6. Process

Using Lean principles, the business continuity process at GREEN COOL LLC includes:

1. **Policy Documentation:** Clear documentation of business continuity activities aimed at minimizing waste and maximizing value.
2. **Value Stream Mapping:** Mapping all critical business processes to identify potential points of failure and areas of waste that could impact continuity.
3. **Risk Prevention and Identification:** Proactively identifying risks and waste within processes, and developing strategies to eliminate or mitigate these risks.
4. **Efficient Crisis Management Planning:** Developing lean, efficient plans that focus on maintaining essential functions and minimizing resource use during crises.
5. **Continuous Improvement (Kaizen):** Implementing small, incremental changes to improve the business continuity system over time.
6. **Pull System for Resources:** Ensuring that resources are only utilized as needed during disruptions, preventing overuse and waste.
7. **Business Continuity and Recovery Plans:** Documented procedures to be applied in the event of business interruption. Processes applied to recover and protect the infrastructure as well as production facilities and IT-infrastructure.

8. **Crisis Communication:** Establishing clear and concise communication channels that prevent information overload and ensure effective stakeholder communication.
9. **Regular Training and Simulation:** Conducting lean training sessions and simulations to prepare employees for efficient responses to potential disruptions.
10. **Continuous Monitoring and Adaptation:** Regularly reviewing and adjusting the business continuity system to enhance its efficiency and effectiveness.

7. Responsibility

The top management, including the CEO and the heads of all departments, is responsible for ensuring the effective management and continuous improvement of the business continuity system.

All employees are required to contribute to business continuity efforts within their respective roles and responsibilities.

8. Key Outcomes

- **Reduced Risk of Disruptions:** Minimizing the likelihood of business interruptions.
- **Maintained Loyalty:** Ensuring customers and partners continue to trust and rely on GREEN COOL LLC due to our demonstrated resilience and reliability.

9. Responsibility and Compliance

All employees must adhere to this policy and any supporting documents. Non-compliance may result in disciplinary action, up to and including dismissal.

Top managers are tasked with ensuring compliance and overseeing the effectiveness of the business continuity system.