

Business Continuity and Disaster Management Plan

of Baazar Style Retail Limited

Control Summary

Version	Approving Authority	Date of Approval
1	Board of Directors	August 1,2025

1. Introduction

- 1.1. Baazar Style Retail Limited is committed to ensuring uninterrupted operations and swift recovery in the event of disruptions. This Business Continuity and Disaster Management Plan (BCP) outlines strategies to assess risks, mitigate potential threats, and establish procedures for rapid recovery, ensuring the stability of business functions and the safety of employees.

2. Key Risks

- 2.1. Natural Disasters: Floods, earthquakes, and weather-related events.
- 2.2. Cyber Risks: Cyber-attacks, ransomware, and IT system failures.
- 2.3. Operational Disruptions: Supply chain interruptions, equipment failures, or power outages.

3. Response Strategy

- 3.1. Risk Mitigation:
 - Protect critical facilities, equipment, and vital records.
 - Ensure regular backups and secure storage of data.
 - Implement advanced cybersecurity measures.
- 3.2. Crisis Response Teams:
 - Designate and train teams to manage emergencies effectively.
 - Assign clear roles and responsibilities for decision-making and recovery efforts.
- 3.3. Continuity Measures:
 - Prioritise critical operations and establish alternative workflows.
 - Maintain an inventory of essential supplies and resources.
 - Develop and test contingency plans regularly.
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4. Disaster Recovery

- **Quick Recovery:** Establish procedures to resume operations with minimal downtime.
- **Employee Safety:** Ensure protocols to safeguard employees during emergencies.
- **Impact Analysis:** Quantify potential losses and devise actions to mitigate financial and operational effects.

5. Plan Evaluation and Improvement

Regular assessments and updates to the BCP are conducted to address emerging risks and improve readiness.