A&O SHEARMAN

Business Continuity: *Supplier Requirements*

A&O SHEARMAN AND ITS SUPPLIERS

A&O Shearman rely on a broad spectrum of suppliers. Without these partnerships, the firm could not provide the outstanding level of service we give to our clients.

Our clients expect us to be resilient and have robust arrangements in place to manage any eventuality to ensure the continuation of service to them. Therefore, our suppliers must also take business continuity seriously and have appropriate arrangements in place to safeguard the continuation of the service they provide to us.

All our suppliers must be willing to provide to us information relating to their business continuity arrangements, upon request, to provide assurance according to the criticality of the services they provide to A&O Shearman.

MINIMUM STANDARDS FOR CRITICAL SUPPLIERS

Suppliers that we identify as "critical", must meet the following criteria, and provide evidence where requested.

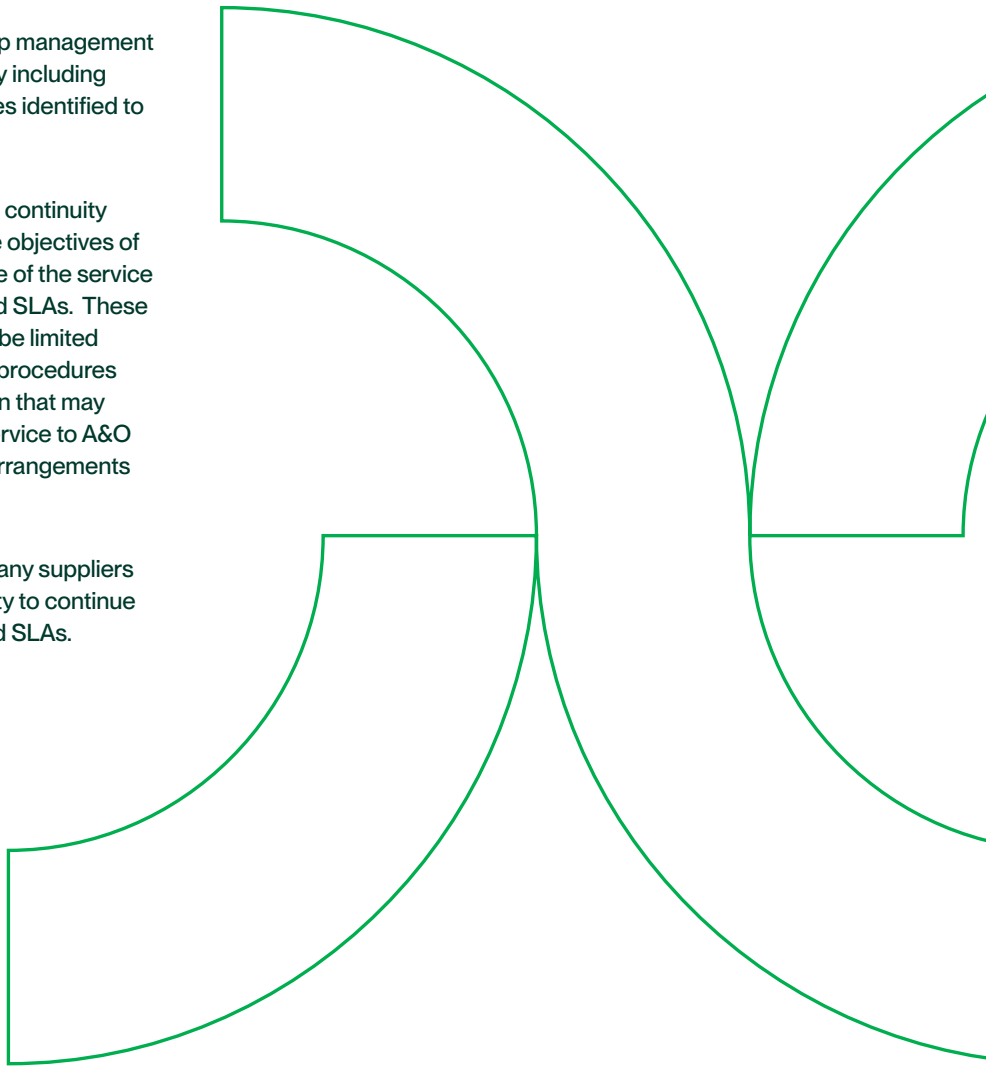
- **Business Continuity Policy**
  The supplier shall have a policy supported by top management asserting its commitment to Business Continuity including ownership of the policy, objectives and resources identified to meet those objectives.
- **Business Continuity Plan**
  The supplier shall actively manage the business continuity arrangements in place to support delivery of the objectives of the Business Continuity Policy and the resilience of the service provided to A&O Shearman, meeting any agreed SLAs. These arrangements shall include, but not necessarily be limited to, a Business Continuity Plan that shall include procedures to ensure an effective response to any disruption that may impact its ability to offer the expected level of service to A&O Shearman. The supplier's business continuity arrangements shall be subject to annual review and testing.
- **Supplier review**
  The supplier shall carry out risk assessment on any suppliers in their supply chain that are critical to their ability to continue offering service to A&O Shearman within agreed SLAs.

GLOSSARY

Business Continuity: "Capability of an organization to continue the delivery of products and services within acceptable time frames at predefined capacity during a disruption." (ISO22302:2019)

Business Continuity Plan: "Documented information that guides and organization to respond to a disruption and resume, recovery and restore the delivery of products and services consistent with its business continuity objectives." (ISO22302:2019)

Disruption: "Incident, whether anticipated or unanticipated, that causes an unplanned, negative deviation from the expected delivery of products and services according to an organization's objectives." (ISO22302:2019)



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