



SECURITY POLICY

This Policy is a declaration of the Costain Board's intent in relation to ensuring that business continuity is maintained through prevention and mitigation of security risks.

The Board recognises that secure operations are dependent upon employee participation, commitment and accountability. Costain will maintain the highest appropriate levels of security for our offices, projects and sites to prevent unauthorised access whilst allowing authorised persons to go about their business.

The Costain approach will focus on four key aspects of security. These are:

1. Protection of staff, partners, clients and visitors from unwanted interference, malicious or otherwise.
2. Protection of assets from theft or damage.
3. Providing suitable security clearance for personnel as appropriate.
4. Protection and control of data to the required security level and ensuring that transmission of data is in accordance with legal requirements.

To meet the four key aspects of security all operations will be carried out in a way that provides and maintains a secure working environment. This will be achieved by:

- Prevention through threat and risk analysis on a regular basis.
- Mitigation plans will be maintained against the risks identified.
- Only security providers listed on the Approved Contractors Scheme of the Security Industry Authority (SIA) will be used.
- Preparedness to rapidly, effectively and appropriately respond to security incidents.
- Training staff to the appropriate levels of professionalism and integrity as demanded by our policies.
- Reporting and investigating all security incidents and developing effective corrective actions.
- Demonstrating compliance with recognised standards and best practice by regular internal and external audit as appropriate.

This policy (and all associated policies and procedures) will be reviewed annually to ensure continuing suitability, adequacy and effectiveness of managing security within Costain.

Signed

A Wyllie CBE (Chief Executive Officer)

Date 15 January 2019