

APPLICABLE LEGISLATION UPDATE SERVICE

PRODUCT DESCRIPTION

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1) Overview

- a. ISO Standards, such as ISO 9001, ISO 14001, ISO/IEC 27001, etc., require the organisation wishing to be ISO certified, to be compliant with all applicable legislation and other obligations. For organisations operating ISO compliant management systems in the United Kingdom (UK) this means they must ensure they are compliant with current UK legislation, as amended and maintain records to show the status of their compliance. This is clearly an ongoing commitment for all ISO certified organisations. Simply being aware of all changes to applicable legislation is a challenge in itself.
- b. Organisations operating ISO compliant management systems in multiple countries must ensure they are compliant with applicable legislation in all the countries in which they operate.
- c. European Legislation becomes applicable in the UK once it is enacted into UK law. Therefore UK based organisations need not track all European Legislation unless they operate ISO compliant management systems in other European countries as well.
- d. To assist organisations operating ISO compliant management systems, Applied Risk Management Limited offers a UK Legislation Update Service to help those organisations be aware of changes to UK legislation on a monthly basis.

2) What This Service Offers

- a. The Legislation Update Service is simply a monthly e-mail highlighting new and changed legislation as published by the UK Government.
- b. The applicable legislation updates cover the following topics: Health & Safety, Environmental, Tax, Pensions, Company, Employment, Data Protection, Communications, Security, Construction, Product, etc.
- c. The primary aim of the e-mails is to alert clients of Applied Risk Management Limited to changed legislation that may, or may not, impact their organisation. It is for the client to determine the impact to their organisation and what action, if any, is required.
- d. Changes to UK legislation are published free of charge by the UK Government via their web site: www.legislation.gov.uk. However, the legislation updates published by the Government cover all UK legislation and does not determine what is applicable to any particular organisation. Therefore it is necessary to sort the 'wheat from the chaff', which is what the Legislation Update Service provided by Applied Risk Management Limited helps you to do.
- e. The Legislation Update Service includes a first-level of data filtering to remove anything that is clearly not applicable to your organisation, puts it

into a user-friendly format and e-mails it to you once a month.

- f. The list of new and changed legislation is put into MS-Excel spreadsheet format with hyperlinks to the legislation document on the legislation.gov.uk web site.
- g. For new subscribers a list of significant previous applicable legislation is supplied as a starter, together with a compatible legislation and obligations register template in MS-Excel format.
- h. When used with an appropriate compliance process and legislation register, appropriately maintained by the client, the Legislation Update Service enables client organisations to meet the legal compliance requirements of ISO standards.

3) What This Service Does Not Offer

- a. The Legislation Update Service provided by Applied Risk Management Limited does NOT constitute legal advice, in any form. It is simply an information update service. Compliance with applicable legislation remains the responsibility of the client organisation's Directors.
- b. The Legislation Update Service is not guaranteed to be complete nor comprehensive. The filtering of legislative information may potentially remove some legislation which is applicable to the client's organisation. Therefore the client should seek independent legal advice as well and not rely solely on the Legislation Update Service provided by Applied Risk Management Limited.
- c. The Legislation Update Service should be used as one of several sources of legislation information by the client organisation.
- d. Because it is provided as a low-cost service, Applied Risk Management Limited accepts no responsibility or liability for how the information is used, not used, nor any consequential losses or prosecutions that may arise.
- e. Companies operating in the UK who are registered with the United States stock exchange also need to comply with the Sarbanes Oxley Act. Foreign legislation, such as the Sarbanes Oxley Act, is outside the scope of the Legislation Update Service provided by Applied Risk Management Limited.

4) What Else is Required

- a. The Legislation Update Service is intended to feed into the compliance management processes of the client organisation, such as a periodic review of compliance and the maintenance of an obligations and legislation compliance register. Applied Risk Management Limited can provide advice on compliance management processes and obligation & legislation registers if required. Contact Andrew Mills on 07773 402952 or e-mail andy.mills@appliedriskmanagement.co.uk for further information.

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