

## **Assessment Services Ltd Financial Policy**

### **1. Policy Statement**

1.1 Assessment Services Ltd is committed to ensuring the ongoing financial viability and sustainability of the Company for the mutual benefit of our Customers, Directors, Employees, Stakeholders, Contractors, and Sub-Contractors.

1.2 Sound financial management underpins our ability to deliver high-quality services, meet our obligations, and invest in our future growth.

### **2. Financial Principles & Commitments**

2.1 To maintain financial stability and resilience, the Company commits to:

- Maintaining cash reserves at levels appropriate to support day-to-day operations and foreseeable contingencies.
- Managing medium-term and long-term debt levels responsibly, ensuring they are proportionate to operational growth and support the maintenance of a stable financial position.
- Avoiding short-term debt, except for specific operational needs or strategic purposes.
- Making strategic investments that maximise future cash flows, support operational efficiency, and align with the Company's growth objectives.
- Ensuring surplus cash is invested prudently and in accordance with policies approved by the Board of Directors.
- Actively monitoring and responding to external economic conditions to manage risks, including exchange rate fluctuations, inflation, fuel price volatility, and interest rate changes.
- Maintaining access to adequate credit facilities and lines of credit to support business continuity.
- Managing risk distribution effectively, both geographically and across service lines, to protect the Company's financial health.

### **3. Governance and Oversight**

3.1 The Finance Director is responsible for ensuring this policy is implemented and reviewed regularly. All investment decisions, borrowing arrangements, and financial risk management activities must align with Board-approved strategies.

3.2 Performance against financial targets will be monitored on an ongoing basis, with regular reporting to the Board of Directors.

**Last Updated:** 7th July 2025

**Next Review Date:** July 2026