WHAT CAN BUSINESS CONTINUITY PLANNING DO FOR YOU?
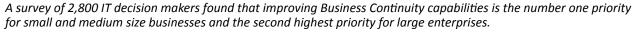
1. **Assess risks that will impact your ability to meet customer expectations**
2. **Match technology solutions to your specific business needs**
3. **Solidify your commitment to employees and customers**
4. **Prepare your business to respond to disruptions that will impact profits**
5. **Increase your chances of financially surviving a major event**

MOST COMMON HAZARDS:

**FIRE • POWER OUTAGES • HARDWARE FAILURES
TELECOMMUNICATION FAILURES • LOSS OF KEY EMPLOYEES**

TEN AREAS YOU ABSOLUTELY NEED TO CONSIDER:

1. Data backups – offsite, encrypted, protected, frequent
2. Recovery resources must match your customer support needs
3. Backup communications to stay in touch with customers
4. Business Interruption insurance to fund your recovery
5. Alternate operating sites
6. How to recover from a disaster AND maintain normal operations
7. Replacement of key employees
8. Determining recovery priorities by operational area
9. Forming partnerships with your local first responders
10. Regular testing of your plan

A survey of 2,800 IT decision makers found that improving Business Continuity capabilities is the number one priority for small and medium size businesses and the second highest priority for large enterprises.

More than half of the businesses reported productivity losses as the top negative effect of their network disruptions.

OVERLOOKED AREAS:

Laptop backup • Alternate site selection • Including employees in testing • Required recovery times do not match business' capabilities • Documenting and quantifying your risk tolerance

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HOW WE CAN HELP!

BUSINESS CONTINUITY PLANNING

OBJECTIVE:

The objective of business continuity planning is to design a plan to ensure that an organization can, during a catastrophic event, maintain near-normal operations and recover within an agreed upon timeframe.

ADVANTAGES:

The benefits of implementing a business continuity planning process are:

- Identification and mitigation of existing risks
- Reduction of the potential for a catastrophic event
- Gathering and consolidation of critical information
- Implementation of standard response procedures for employees
- Reduction of recovery time

- More effective public relations during and after an event
- Safeguarding of employees, key assets, and the public
- Operational stability is maintained

THE PROCESS:

We develop plans using a four-part process that allows you to control the timing and cost of the project. Each step has a clear definition of objectives, a process to achieve objectives, and a written report containing our findings, recommended procedures, and corrective actions.

PHASE 1 – **Vulnerability Analysis**

PHASE 2 – **Business Impact Analysis**

PHASE 3 – **Drafting of the Plan**

PHASE 4 – **Testing and Implementation**