Overview of the BCP Process

Step 1: Launch BCP Project
- Management/Board Commitment
- Establish BCP Project Team
- Timetable, Staff Awareness

Step 2: Review Organizational Context and Business Functions
- Your Mission
- Your Service Objectives
- Critical Success Factors

Step 3: Conduct Business Impact Analysis
- Critical Business Processes
- Key Resources/Dependencies
- Business Impact of Disruption

Step 4: Develop Planning and Response Strategies
- Policies
- Implementation Strategies
- Financing Strategies

Step 5: Develop a Written Business Continuity Plan
- Draft
- Review, Input
- Approval, Acceptance

Step 6: Test and Maintain the Business Continuity Plan
- Planning the Tests
- Exercising the Plans
- Plan Maintenance

Step 7: Inspire a Continuity Culture
- Awareness
- Education and Training
- Continuous Improvement

Governance

Legal Compliance

Duty of Care

Due Diligence

Accountability

Risk Review & Update

Treatment Review & Monitoring

Communication to Stakeholders