Business Continuity Planning Components

	Risk Assessment (RA)	Business Impact Analysis (BIA)	Strategy and Plan (BCP)	BCP Exercises
BCP is a *legislated process* – immediately renewable upon completion of these four components				
What?	- Risk is the effect of uncertainty upon objectives (IS0) - Risk is multi-dimensional and ever-changing	- A concise listing of critical functions that must be maintained and prioritized during disruption; and the effects if these functions are not available	- A concise document listing the "people, process and things" your team requires to protect critical services	- A simple review, table top discussion, or scenario-based event that tests BCP capabilities and response readiness
Why?	- Create risk awareness - Determine exposure to hazards, risks and vulnerabilities	- Must document; critical functions, required staff and resources to protect them, plus dependencies and critical supply chain	- Risk management is value-added undertaking - BCP is a legislated obligation	- Exercises test the capabilities of BCP to respond effectively to a business disruption
How?	- Team-based facilitated discussion on risk, using risk templates - Risk mitigation strategies prioritized	- Team-based facilitated discussion using a BIA customizable template - BIA shared with EMO	- Team-based facilitated discussion using a continuity planning template and additional resources	- Team-based response to a facilitated exercise, using the developed BCP - Exercises vary in scope and intended outcomes
When?	- Initially, when BCP work begins - After BCP incident - After BCP review	- Initially, when BCP planning begins - On review, as part of the BCP planning cycle	- Initially, when BCP work begins - Amended and improved after a BCP exercise or real event	- Upon completion of the initial BCP - Again, as part of the BCP planning cycle - Whenever required
Outcomes	- Greater understanding of required risk management actions - Quick risk 'wins' that are implemented to protect critical functions	- Greater understanding of the operating environment and the critical functions requiring protection - 'Leaner' view of business processes	- A concisely worded time-based response plan - Response team uses BCP to protect critical functions & maintain an acceptable operating standard	- Remain current to operating environment - Reveal planning gaps and vulnerabilities - Maintain a state of preparedness - Work toward resilience