

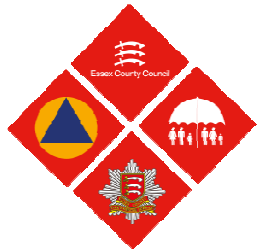


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ESSEX CIVIL PROTECTION & EMERGENCY MANAGEMENT



The 3 STAGE Business Continuity Plan

Miles Glover



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Overview

- Who I am
- Personal Experience
- Wider thinking
 - Be Aware (Analyse / Risk Assessment)
 - Be Prepared (Designing the response)
 - Be Resilient (Doing)
- Further Sources



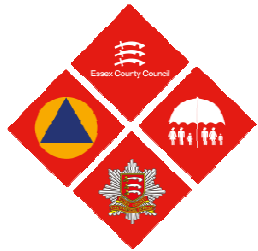


Handout

Risk Rating = Likelihood x Severity

S e v e r i t y	Catastrophic	5	5	10	15	20	25
	Significant	4	4	8	12	16	20
	Moderate	3	3	6	9	12	15
	Low	2	2	4	6	8	10
	Negligible	1	1	2	3	4	5
			1	2	3	4	5
			Improbable	Remote	Occasional	Probable	Frequent
			Likelihood				

Catastrophic		STOP
Unacceptable		URGENT ACTION
Undesirable		ACTION
Acceptable		MONITOR
Desirable		NO ACTION



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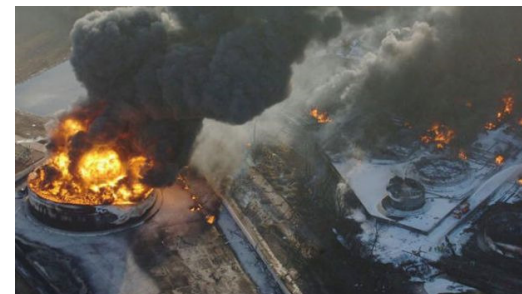
Catastrophic ■ STOP
 Unacceptable ■ URGENT ACTION
 Undesirable ■ ACTION
 Acceptable ■ MONITOR
 Desirable ■ NO ACTION

Loss of:
 Staff
 Premises
 Telephones
 Computers
 Data
 Suppliers
 Stock
 Thief

Denial of Access (Fire / Flood)
 Neighbour Business
 Flood



←
 Analysis of
 Critical
 Functions
 →





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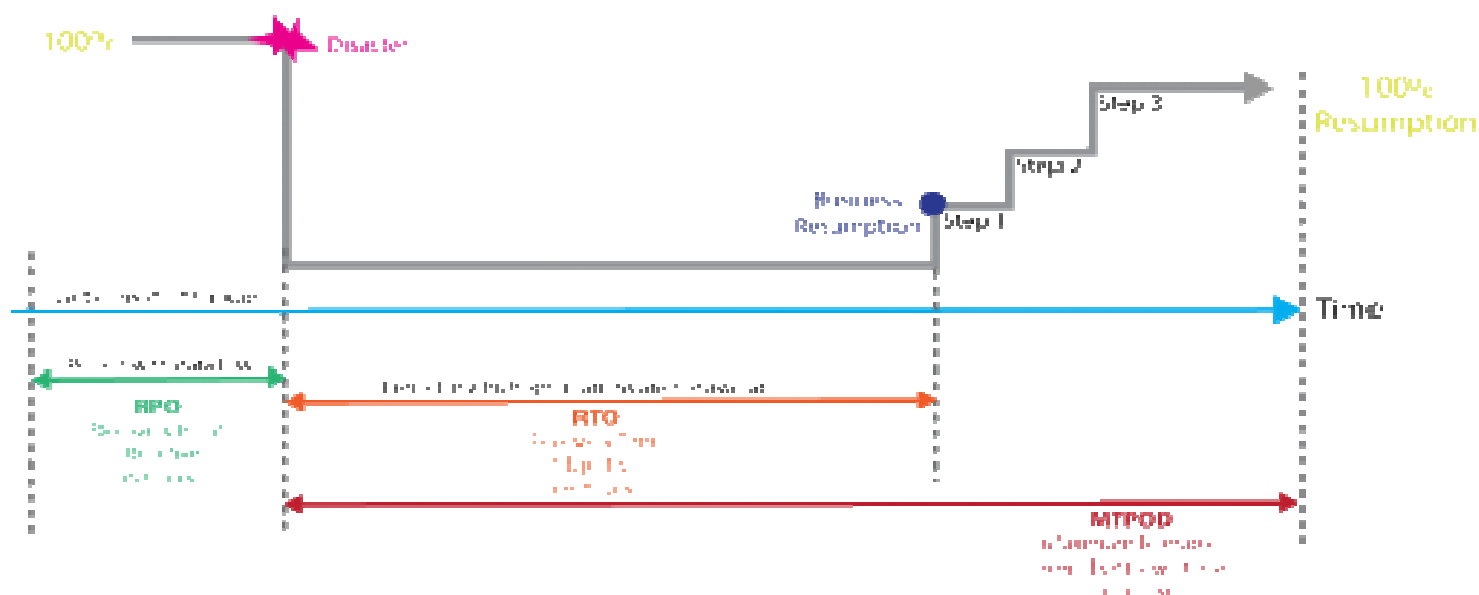
Design

- Critical Functions
 - Time (RPO, RTO, MTPD)
 - Priority
- Strategies
 - Do nothing
 - Change, transfer or end the process
 - Insure
 - Mitigate loss
 - Plan for business continuity





Defining RTO, RPO and MTPOD



RPO	RTO	MTPOD
is the maximum acceptable level of data loss following an unplanned "event".	is defined as the length of time that a business process could be unavailable before the business unit's operations are significantly impaired.	is defined as the "duration after which an organization's viability will be irrevocably threatened if product and service delivery cannot be resumed."

MTPOD can be calculated on the following factors :

- > The maximum time period after the start of a disruption within which each activity needs to be resumed
- > The maximum level at which each activity needs to be performed after resumption
- > The length of time within which normal level of operation need to be resumed

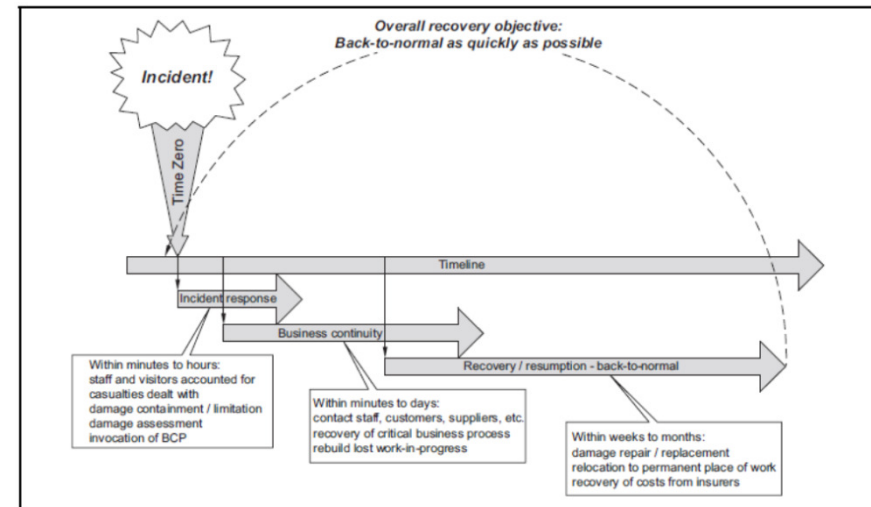


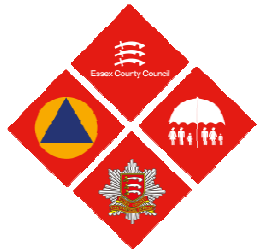
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Be Resilient

- Business Continuity Planning
 - Policy and Embedding
 - Identified your risk and what actions to take.
 - Critical Functions
 - Training Schedule
- Incident Response
 - Crisis Management Team
- Business Continuity
 - Hot sites
 - Alternative Power
- Recovery

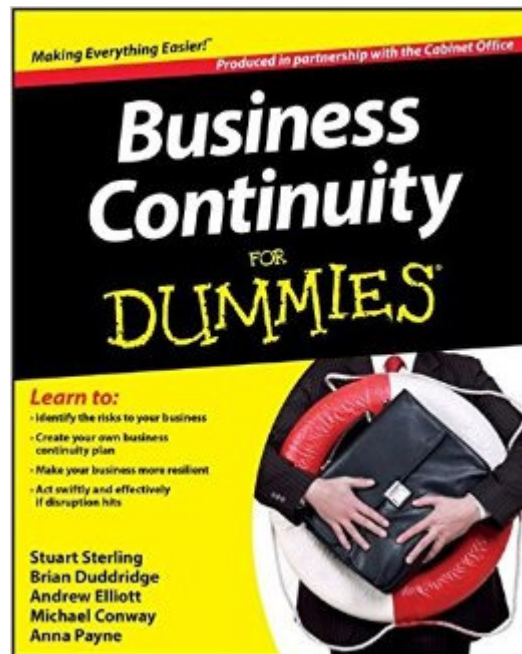




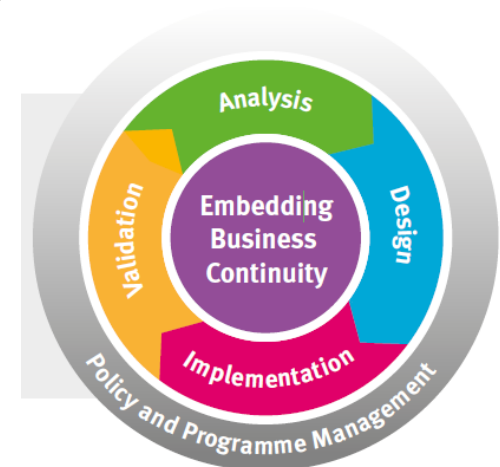
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Further sources:



Revision to Emergency Preparedness



1. <https://www.amazon.co.uk/Business-Continuity-Dummies-Cabinet-Office/dp/1118326830>
2. <http://www.thebci.org/>
3. <https://www.essex.gov.uk/Business-Partners/Supplying-Council/Transport-Services/Operators/Documents/BusinessContPlanning.pdf>
4. https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/61029/Chapter-6-Business-Continuity-Management_amends_04042012.pdf
5. <http://www.bsigroup.com/en-GB/iso-22301-business-continuity/>

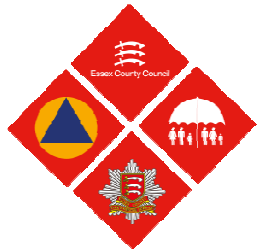


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Conclusion

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Questions