

Business Continuity Essentials



WHAT IS INCLUDED IN THE BUSINESS CONTINUITY ESSENTIALS SERVICE?

The IMSM Business Continuity Essentials is a service which includes a series of processes and documents to better prepare your business against a range of potential issues, events and disruptions.

Taken from the ISO 22301 standard, it is the IMSM “best practice” for Business Continuity for small and medium sized businesses.

Implementing these systems shows your customers and stakeholders you are dependable with a plan to stay in business. Be it a pandemic, supply disruption or adverse climate, you have the tools and plan to continue to meet your customers demand.

Like ISO 22301, Business Continuity Essentials covers your entire business, regardless of size, sector or perceived risk.

HOW DOES IMSM HELP?

Implementing Business Continuity Essentials is much like an ISO standard, it is based around your own requirements, while still taking international best practice into account.

Having worked with over 12,000 organisations globally, IMSM has a well practiced approach to implementing management systems.

Using exclusively IRCA Business Continuity consultants, we take the heavy lifting out of the process, by crafting required documentation and preparing you for success.

Always Fixed Fee, Trouble Free.

IMSM OFFER FIXED FEE, LOW RISK, WORLD CLASS CONSULTATION

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WHAT ARE THE BENEFITS?

- **Business Continuity Plan:** Taken from the ISO 22301 standard, the BCP is your organisation's custom guide to navigating and preparing for disruption. IMSM craft this for you and help you communicate and implement it within the business.
- **Business Impact Analysis:** A systematic process to determine and evaluate the potential effects of an interruption to critical business operations as a result of a disaster, accident or emergency.
- **Link with ISO Standards:** The Essentials provides demonstrable compliance with other international standards, including Clause A17 of Annex A of ISO 27001 (Data Security).

HOW DOES THE PROCESS WORK?

1. **Initial Consultation:** Our consultant will review what you currently have in place and where you may or may not be actively preparing for disruptive events. We'll then explain the documentation that will be provided and how it will be completed. At this stage we will begin drafting the required documentation for you, based on the information and examples you've provided.
2. **Production of Documentation:** Further to the first meeting, our consultant will draft all required documentation. We'll regularly update you and may ask for examples of documentation or business practices throughout this process. At this stage your Business Continuity Plan will become customized to your business operation, and we'll work with you to conduct the relevant Business Impact Analysis and Risk Analysis, which is required and contained within the Business Continuity Essentials service.
3. **Review and Training:** Once you have approved the documentation provided and any required amendments have been made, our consultant will guide you as the documentation is implemented and you communicate it throughout the organisation. As well as training you and your team on the documentation we'll show you how to test the Business Continuity Plan as well as modifying your Risk and Impact Analysis.
4. **Successful Completion:** Congratulations. You are now demonstrating best practice continuity and can clearly show your customers and other stakeholders that you are here to stay in business. You can now plan immediate, medium and long term response and preparation to a variety of issues and circumstances. IMSM will issue you with a "Business Continuity Best Practice" logo for inclusion on your company website and other documentation.

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