DELAWARE DEPARTMENT OF TECHNOLOGY & INFORMATION

DTI eSecurity News - Business Continuity

What is Business Continuity?

September is National Preparedness Month, which encourages all of us to take measures to prepare our homes, communities, and businesses in the event of a disaster.

One form of preparedness is a Business Continuity Plan (BCP). Business Continuity is the ability for a business or organization to continue to provide goods or services in the event that a incident occurs that interferes with normal business operations.

Delaware's Statewide BCP has regular drills and is updated regularly to keep it current. This increases our ability to stabilize government activities in the event of a disaster.

Stages of Business Continuity

1) **Risk Assessment** - Identify and document business assets.
2) **Business Impact Analysis** - Determine those assets which have the greatest impact upon business operations.
3) **Strategy Development** - Develop a plan to ensure operations are back up and running with the least amount of downtime.
4) **Plan-Production** - Include other elements like software, employees, computer systems, contact information and assignment of responsibility.
5) **Deploy** - Test by utilizing drills.

Why is it Important?

It is critical for organizations to have a Business Continuity Plan in place. Without one, they risk losing revenue if a crisis occurs. Even worse, your organization could face closure.

Having a tested continuity plan ensures that the organization will be able to function even at the worst of times.

Are You Prepared at Home?

Being prepared just doesn't stop at your organization's door. All of us should have a plan in place at home.

Consider building a basic disaster supply kit. Stock it with food, water, medications, flashlights and emergency contact information.

Additional Information

For more information on being prepared check out these resources:

- www.ready.gov can help with the creation of a Business Continuity Plan by providing tools to create a plan that addresses the impact of various hazards.
- www.drii.org is the website for the Disaster Recovery Institute. It provides information, training, and services.

Questions or comments?
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