



BUSINESS CONTINUITY PLANNING

REDUCING THE RISK OF BUSINESS DISRUPTION



ARE YOU HEADING
FOR A DISASTER?

BUSINESS CONTINUITY PLANNING

With every organization at risk of business-disrupting events, clear and tested Business Continuity and Disaster Recovery Plans are vital to preserving the well-being of the enterprise.

Lowers & Associates (L&A) is an expert in the field of business continuity and disaster recovery, identifying the impact of unforeseen events and deciding which processes are most critically needed for recovery in the face of disaster.

Risk Assessment • Audit • Investigation • Compliance

PROVEN SOLUTIONS THAT REDUCE INTERNAL AND EXTERNAL RISK

A COMPREHENSIVE PROCESS

Lowers & Associates (L&A) is able to assist organizations in their business continuity and disaster recovery efforts regardless of where they are in the planning process or on what technology platform their information resides. Whether you need to establish strategic direction or you want assistance in developing, implementing, or testing your plans, L&A can help. Our Business Continuity Planning experts can guide all stakeholders in your organization in identifying key processes and assets, assessing your current level of preparedness, and mapping your continuity strategies directly to critical business activities.

BUSINESS IMPACT ANALYSIS

The first step is to consider the potential impact. L&A provides a Business Impact Analysis that includes:

- Identifying the impact of uncontrolled, non-specific events
- Prioritizing critical functions
- Establishing maximum tolerable outages

We then identify critical needs, support areas, and priorities within each group – whether Telecommunications Systems, Applications Systems, Buildings/Physical Plant(s), or Physical/Logical Security. Finally, we identify the maximum allowable down-time(s) and identify alternatives available to each function/group.

RISK ASSESSMENT

L&A can help assess the likelihood and magnitude of business disruption, and the emergency scenarios requiring the most attention during the planning process. The L&A Risk Assessment report would include the following:

- Executive summary
- Summary of business operations
- Risk & vulnerability analysis
- Critical support infrastructure
- Physical environment
- Recovery time objectives
- Business recovery strategies & priorities

PLAN PREPARATION

L&A can build a Business Continuity Plan (BCP) which documents strategies and procedures to maintain, recover and resume your critical business functions. The plan includes the following:

- Business operations
- BCP organization
- Plan activation & operations
- Preparation & readiness
- Emergency operations
- Facility restoration & relocation
- Emergency communications
- Emergency forms & terms
- Incident-specific response

TABLE-TOP EXERCISES

L&A has developed a process in which your key members of staff with emergency management responsibilities are gathered together in an informal setting to examine and discuss simulated emergency situations. Through the exercises, we're able to clarify the authorities, responsibilities and roles of participating teams in an integrated, comprehensive response to disaster events at various organizational levels. The result is a Business Continuity Plan and supporting Disaster Recovery Plans that are comprehensive, predictable, workable and based on a solid foundation of manageable risk.



PROVEN SOLUTIONS

Following the Katrina disaster, a global cash-in-transit client asked L&A to assemble a Business Continuity Plan that would address all of its US-based operations. L&A performed a company-wide Business Impact Analysis and created plans for its branches, IT, HR, finance, and customer service functions. We then conducted a series of Table-Top Exercises to practice and reinforce the plans, resulting in our client's full readiness for some 20 different disaster events.

