



# The Professional Practices for Business Continuity Management

## Objectives

### Program Initiation and Management

Establish the need for a business continuity program.	Obtain support and funding for the business continuity program.	Build the organizational framework to support the business continuity program.	Introduce key concepts, such as program management, risk awareness, identification of critical functions/processes, recovery strategies, training and awareness, and exercising/testing.
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### Risk Assessment

Identify risks that can adversely affect an entity's resources or image.	Assess risks to determine the potential impacts to the entity, enabling the entity to determine the most effective use of resources to reduce these potential impacts.
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### Business Impact Analysis

Identify and prioritize the entity's functions and processes in order to ascertain which ones will have the greatest impact should they not be available.	Assess the resources required to support the business impact analysis process.	Analyze the findings to ascertain any gaps between the entity's requirements and its ability to deliver those requirements.
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### Incident Response

Develop and assist with the implementation of an incident management system that defines organizational roles, lines of authority and succession of authority.	Define requirements to develop and implement the entity's incident response plan.	Ensure that incident response is coordinated with outside organizations in a timely and effective manner when appropriate.
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### Awareness and Training Programs

Document plans to be used during an incident that will enable the entity to continue to function.

### Business Continuity Plan Exercise, Assessment, and Maintenance

Establish an exercise, assessment and maintenance program to maintain a state of readiness.

### Crisis Communications

Provide a framework for developing a crisis communications plan.	Ensure that the crisis communications plan will provide for timely, effective communication with internal and external parties.
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### Coordination with External Agencies

Establish policies and procedures to coordinate incident response activities with public entities