BUSINESS CONTINUITY
Consultancy Services

admac
Business Solutions

A Business Continuity Management System based upon the **ISO 22301** (formerly BS 25999) standard helps organisations to establish potential events that could impact upon ability to deliver key products/services to customers. From this exercise, measures to avoid or mitigate such situations are developed and controlled responses, to disruptive business incidents are constructed. Sometimes referred to as 'disaster planning' this standard aims to make organisations robust and reliable, reassuring clients of ability to provide a consistent service.

Some key **Features** of the ISO 22301 standard include…

- *Business Continuity Strategy, Policy, Procedures and control BCM documentation and records*
- *Risk Assessment (eg; Likelihood of an incident occurring and Severity of expected disruption)*
- *Business Impact Analysis (Maximum Tolerable Period of Disruption / Recovery Time Objectives)*
- *Incident Management Plans / Business Continuity Plans & Determining choices during an incident*
- *Resources & Embedding (Ensuring BCM competence and awareness, throughout the organisation)*
- *Definition of Roles, Responsibility & Authority and Internal/External Communication Processes*
- *Management Planning, Objective & Target Setting, Monitoring/Measurement and Review*
- *Nonconformity, Corrective and Preventive Actions (i.e. Continually Improving the BCMS)*
- *Independent/Impartial Internal Auditing and BCM Exercising*

The **Benefits** of implementing the principles of ISO 22301 would typically include...

- *Incidents are less frequent / less disruptive, hence reduced down-time needed to rectify problems*
- *When incidents do occur the damage caused by adverse publicity or 'industry rumours' is reduced*
- *More able to demonstrate reliability, to potential clients, when marketing or bidding for work*

The first step in establishing a new BCMS is to undertake a gap analysis, ascertaining relative compliance to ISO 22301. Once the current situation is clear, we commence with development of necessary activities and documentation, in a format which is not only compliant to the standard, but suitable for the individual industry, organisation and people involved.

Since 1989 we have developed and implemented BS/ISO based management systems for organisations, from a hugely diverse range of public and private industries, from very small businesses, through to companies of over 1000 people. Many of whom still retain our services.

Whist we are independent and can work with any UKAS regulated certification body, in 2007 we were approved by the British Standards Institution (BSI) as associate consultants, meaning that when their own clients require support, they are happy to recommend Admac's services.

Our style is not just to act purely as advisors, nor is it to carry out the entire project upon our client's behalf… we aim for a balance in-between the two. The result that we work to achieve is a comprehensive, bespoke business continuity system, which is understood and embedded within the organisation, without needing to tie down large amounts of time from our client.

Cost:- Due to differing complexity, scale and the timeframe in which certification is desired, our normal approach is to make a brief, free of charge, visit to our clients site, to clarify specific requirements, from which we prepare an individual quotation for our support services.

Call Us
0800 389 5363

Email Us
enquiries@admac.co.uk