

Business Continuity Planning Survey

First Name*		
Last Name*		
Email *		
Job Title*		
Company*		
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Business Continuity Plan Section		
Does your company have a documented business continuity plan (BCP)? *		
Have you provided a copy of your company's BCP process document or other related evidence? *		
If your company does not have a documented BCP, please confirm the date by which your BCP will be complete (completion date not to exceed 6 months from this inquiry). *		
Has your company's Business Continuity Plan received (or is your company pursuing) certification to any industry standard? *		
Is the BCP reviewed, tested and updated as needed at a minimum, annually? *		
Does your company's Business Continuity Plan identify Alternate Locations from which services can be provided or where goods can be manufactured and/or distributed? (Which ever is applicable to your company) *		
Does your company's Business Continuity Plan include a plan for communicating to employees, suppliers, clients, and other stakeholders? *		
Business Continuity Ma	nagement Section	
Is the achievement of these objectives evaluated by business process owners, senior management, and internal or external audits? *		
Pandemic Section		
Does your company maintain documented guidelines for management of pandemic threats? *		
Does the pandemic contingency plan specifically address deploying work at home plans including network coverage and application accessibility? *		
Does your company maintain pandemic contingency planning for continuing operations with minimum staffing? *		
Have you identified and trained critical resources in performing duties essential to operations? *		



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Risk Section	
Does your company's BCP include procedures to recover from a disruptive event preventing required employees from accessing their normal workplace and/or facilities such that your company's good, products, and/or services can continue with minimal or no interruption, to meet contractual commitments to your customers? *	
Does your company's BCP include procedures to recover from a disruptive event preventing normal operation of your company's IT infrastructure and/or communications services such that your company's goods, products, and/or services can continue with minimal or no interruption, to meet contractual commitments to your customers? *	
Does your company's BCP include procedures to recover from a disruptive event resulting in interruption of transportation, such that your company's goods, products, and/or services can continue with minimum or no disruption, to meet your customer's requirement? *	
Does your company's BCP include procedures to recover from a disruptive event resulting in loss of electrical power and/or other major utilities such that your company's goods, products, and/or services can continue with minimal or no interruption, to meet contractual commitments to your customers? *	
Supplier Section	
If your company has sub-tiered suppliers then, does your company's BCP include procedures to recover from a disruptive event preventing your suppliers from providing sufficient support such that your company's services can continue with minimal or no interruption, to meet contractual commitments to your customers? *	