

Is your business ready for a disaster?

Ten questions to help you determine the answer.

1. Does your company have a current emergency preparedness plan that addresses all types of business disruptions?
2. Have you reviewed your critical business activities to understand the necessary resources, staffing, and interdependencies of each department in your company?
3. Do you have a plan to recover those same business activities following a disaster, and do you know in which sequence they need to be restarted?
4. In the event of an emergency, do you know how to contact your employees, your customers, and your suppliers during or after work hours? Do you have an emergency communications plan?
5. Have you reviewed your insurance coverage with a professional in the last six months to be sure you have adequate coverage to protect your facilities, your employees, and your business operations?
6. Have you taken steps to secure your vital business records, including both paper files and electronic data?
7. Does your company have a consistent data backup policy with regularly-scheduled backups which are stored in a secure off-site location? Have you ever tried to recover lost data from a backup?
8. Do you have an alternate place to conduct business which could be used as your primary worksite in the event of an emergency?
9. Are you prepared to conduct business if your primary suppliers cannot deliver your products because of a disruption in the supply chain? Do you have alternate vendors for raw materials, shipping, computer services, payroll, and basic human needs?
10. Have you reviewed your company's emergency plans with your employees? Do you know the personal emergency plans of your key employees?

Self-Assessment Scoring

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| 7 – 10 Yes answers: | Your company is well on the way to being protected. |
| 4 – 6 Yes answers: | You have lots of work to do in order to be prepared. |
| 1 – 3 Yes answers: | You should get started immediately. |

Contact Elliot Consulting if you need assistance reviewing or developing a business resiliency plan for your organization. Our trained professionals can audit your existing plan as well as help you to develop a plan to insure business continuity. Please contact us at: info@elliott-consulting.com and ask about receiving a certificate of business resiliency.