Checklist for Business Continuity Testing

Business continuity plan (BCP) testing is the most reliable way to validate a BC strategy, and it is a critical component of continuity planning. By skipping regular testing, you won't know if your organization is prepared for a disaster—until it's too late.

57% of companies say that semi-annual or quarterly (consistent) testing helps to gain buy-in throughout the organization, making it more likely to be prepared for an interruption.

BC Benchmark Study, 2019

Test Regularly

- Consistently testing business continuity allows your organization and your workforce to exercise how to approach an emergency and find gaps in the plan to address where it needs improvement. It also makes your business more resilient in the face of any threat.

Provide the Reasons to Test (if requested by leadership)

- A well-orchestrated test strategy helps protect the brand, its promise, the workforce, and its value proposition. If your competitors had a poor test performance or made a critical mistake in a real-life situation with a client, your company can shine by demonstrating its reliability and advance its business forward. Among other reasons are staying compliant with industry regulations and to reduce recovery time and cost.

Choose Test Type and Scenarios

- The most common test types are a plan review, a tabletop test, and a walk-through test. It may make more sense to conduct a table top test at a conference room, rather than involving the entire organization in a full-blown drill. Among the most common scenarios are a physical disruption, network outage, or a workplace violence situation.

Get Leadership Involved

- Direct involvement of senior executives is what makes your BCP mature. When determining your business's RTO, take this question to your leadership for input.

Engage your Vendors and Third-party Suppliers in BC Testing

- Additionally, your organization may request its vendors to provide their BCP as part of a business agreement.

Conclude Post-test Actions

- Review test findings with all participants
- Conduct a Business Impact Analysis (BIA)
- Assign responsibilities for open-action items
- Capture items for consideration on the next test
- Update and distribute the written plan

For more information on Business Continuity Testing, please download our guide—*The Ultimate Guide to Business Continuity Testing*—available on our website.

With an end-to-end solution, such as Agility Recovery, businesses can recover **4 times faster** than with no BCM solution.

866-364-9696
contactus@agilityrecovery.com
www.agilityrecovery.com

Copyright 2020 - Agility Recovery
All Rights Reserved

The only integrated business continuity solution in the market that helps you **plan**, **train**, **test**, **alert**, and **recover** — all in one.