

Workshop 2 - Identifying the Business Recovery Requirements and Draft Risk Reduction Controls

Reference material from Business Continuity Guides.

- [Business Continuity - a practitioner's guide](#)
 - [Business Continuity - a step by step guide](#)
1. [A template for the guidance note to go to business impact analysis & business recovery requirements interviewees \(practitioner's guide\)](#)
 2. [An example introductory letter for senior managers completing business impact analysis and business recovery requirements form \(step by step guide\)](#)
 3. [Business recovery requirements forms:](#)
 - [A. blank](#)
 - [B. completed example \(step by step guide\)](#)
 4. [A template for the document recording the business recovery requirements for return to interviewees for agreement \(practitioner's guide\)](#)
 5. [Forms for consolidating the business recovery requirements by business area and location, an example completed form, and a template for the short report, and guidance notes \(mainly step by step, but really both guides\)](#)
 6. [A template for the business recovery requirements summary report \(by business function and by location – with a supporting summary of the business impact analysis results\) \(mainly practitioner's, but really both guides\)](#)
 7. [Guidance on assessing risks and possible risk reduction controls \(both guides\)](#)
 8. [A template for the initial risk reduction controls report \(step by step guide\)](#)
 9. [Guidance for sponsored bodies in the same business environment as others \(practitioner's guide\)](#)
 10. [Guidance for sponsored bodies in the same business environment as others \(step by step guide\)](#)
 11. [Checklist \(both guides\)](#)