



Insurance Brokers Limited

Clarendon House, 125 Shenley Road, Borehamwood, Herts, WD6 1AG
Contact Gary Philip Tel 020 8207 7385 Fax 020 8207 7386 Email gp@gpsib.com
www.gpsib.com

GPS Business Continuity Planning

GPS partners will help you deliver your business continuity plan to facilitate recovery in the event of a major incident. An incident being an event that has, or the potential to have, a significant impact on your ability to continue normal operations. Major incidents affect premises, IT systems and personnel.

The plan deals with the recovery of critical business requirements in the immediate aftermath of a major incident and involves the following.

Risk Analysis will help you to identify the risks that may adversely affect your ability to continue providing your services following a significant disruption.

A what-if approach addresses issues such as:

- what if our IT network went down?
- what if a fire destroyed key documents?
- what if a key member of staff is off ill, or leaves?
- what if our main supplier could not supply us?
- what if a customer could not pay us?
- what functions and people are critical?

Business Impact Analysis determines critical business processes, interdependencies, recovery priorities and minimal resources required for recovery.

Recovery Strategy for your critical processes in response to a major incident.

Plan Development with a command team to deliver an efficient and timely recovery of your business.

Plan Exercising and Maintenance involves desktop testing, scenario testing, specific test cases, full scale rehearsal to identify areas of improvements.

Business Continuity Training staff in the fundamentals and tools to maintain the plan.

Emergency Response Plan provides site specific emergency response procedures.

Crisis Management Plan helps you make difficult decisions with appropriate communication procedures to prevent an incident escalating to a major crisis and minimise the impact.

The benefit gained will be a common set of working practices, recognition by insurers as good risk and best practice models.

