



## Introduction to Business Continuity

### What is Business Continuity?

Could your business continue to operate if your offices were unavailable? Business Continuity is all about being able to keep your business going in the event of an emergency. Whether that emergency is a gas leak, plumbing problem, or something much worse like Buncefield or the floods of Summer 2007, Business Continuity is all about keeping your business operational should the worst happen.

"Over 80% of businesses that suffer a major disruption will go out of business within 18 months as their customers go elsewhere." Source: Financial Times Digital Business April 18th 2007

### What steps can you take to protect your business?

#### 1 - Understand Your Business

Assess your business processes to identify critical functions and decide on the acceptable minimum levels of service you want to offer, from your suppliers right through to your end user customers. Assess the impact of disruption at every stage of your business process and identify key areas of risk.

#### 2 - Identify The Risks

Now that you have identified key stages of your process, decide on the actions needed to mitigate, eliminate or work around the worst case scenario for each area of risk.

#### 3 - Develop Your Response

Build your Business Continuity Plan, developing actions and objectives to nullify the effects of any imagined disaster scenarios. Include the tasks and responsibilities that staff will undertake in an emergency. Things to consider include Data, Facilities, Communications, People and Equipment.

#### 4 - Get Commitment From All Staff

The success of the Business Continuity Plan depends on it's full adoption by all of your staff. Not only should staff be aware of their own responsibilities, but also included in the overview of what their actions will achieve for the bigger picture.

#### 5 - Maintain and Test Your Plan

As your business grows and changes, so should your Business Continuity Plan. Regularly review your plans to make sure they meet your changing needs. Run through potential scenarios in a meeting, as well as carrying out a live exercise. Make sure you get feedback from all staff regarding the tests, it will help you develop a more effective plan for the future.

### Business Continuity and Datanet

Available as part of a complete solution, Datanet will provision office facilities at our Aspen House data centre, in the event that your own are inaccessible. With your vital data and applications hosted in our datacentre, we are able to give you access to these, together with phones, PCs etc., allowing you to continue working almost as if you were in your own office.

### The Complete Datanet Datacare Package

- Applications and data all hosted at Aspen House
- Full offsite back-up facility to separate location
- Dedicated circuits between Datanet and customer premises
- Connectivity for multiple offices and home/remote workers

### Come and Visit Us

You are welcome to come and visit our datacentre at Aspen House. Simply contact our Solutions Consultants on 0845 130 6010 or email [Solutions@datanet.co.uk](mailto:Solutions@datanet.co.uk). We look forward to welcoming you.