

1. Record Nr.	UNINA9910788046203321
Autore	Tucker Eugene
Titolo	Business continuity from preparedness to recovery : a standards-based approach // Eugene Tucker ; designer, Mark Rogers
Pubbl/distr/stampa	Oxford, [England] ; ; Waltham, Massachusetts : , : Butterworth-Heinemann, , 2015 ©2015
ISBN	0-12-420090-7
Descrizione fisica	1 online resource (325 p.)
Disciplina	658.4012
Soggetti	Business planning Assistance in emergencies - Planning Emergency management
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Description based upon print version of record.
Nota di bibliografia	Includes bibliographical references at the end of each chapters and index.
Nota di contenuto	Front Cover; Business Continuity from Preparedness to Recovery: A Standards-Based Approach; Copyright; Contents; Preface; Acknowledgments; Digital Assets; FOR THE INSTRUCTOR; Introduction; BUSINESS CONTINUITY PROGRAM DEVELOPMENT; PLANNING ACCORDING TO THE STANDARDS; CERTIFICATION PROCESS; CHOOSING THE CORRECT STANDARD; THE HOW AND WHAT OF THE STANDARDS; REFERENCES; CHAPTER 1 - BUSINESS CONTINUITY-A DEFINITION AND A BRIEF HISTORY; 1.1 INTRODUCTION; 1.2 HISTORY; 1.3 MANY DEFINITIONS; 1.4 REVIEW; BIBLIOGRAPHY; CHAPTER 2 - UNDERSTANDING THE STANDARDS; 2.1 INTRODUCTION; 2.2 PROCESS APPROACH 2.3 PLAN, DO, CHECK, ACT2.4 ORGANIZATION OF STANDARDS; 2.5 REVIEW; BIBLIOGRAPHY; CHAPTER 3 - BUILDING A BUSINESS CONTINUITY CAPABILITY; 3.1 INTRODUCTION; 3.2 LEADERSHIP; 3.3 BUSINESS CONTINUITY MANAGER; 3.4 SCOPE OF THE BCMS; 3.5 POLICY; 3.6 BUSINESS CONTINUITY OBJECTIVES AND PROJECT PLANNING; 3.7 COMPETENCE AND AWARENESS; 3.8 DOCUMENT CONTROL; 3.9 STEERING COMMITTEE; 3.10 REVIEW; BIBLIOGRAPHY; CHAPTER 4 - EMERGENCY MANAGEMENT-PREPAREDNESS AND RESPONSE; 4.1

INTRODUCTION; 4.2 PREPAREDNESS; 4.3 RESPONSE; 4.4 REVIEW;  
CHAPTER 5 - BUSINESS IMPACT ANALYSIS; 5.1 INTRODUCTION  
5.2 BUSINESS IMPACT ANALYSIS PROCESS; 5.3 REANALYSIS; 5.4  
CONFIDENTIALITY; 5.5 REVIEW; CHAPTER 6 - RISK ASSESSMENT; 6.1  
INTRODUCTION; 6.2 UNDERSTANDING RISK; 6.3 RISK ASSESSMENT; 6.4  
RISK TREATMENT; 6.5 RISK ASSESSMENT REPORT; 6.6 REVIEW;  
BIBLIOGRAPHY; CHAPTER 7 - MITIGATION AND BUSINESS CONTINUITY  
STRATEGY; 7.1 INTRODUCTION; 7.2 MITIGATION; 7.3 BUSINESS  
CONTINUITY STRATEGY; 7.4 REVIEW; BIBLIOGRAPHY; CHAPTER 8 -  
BUSINESS CONTINUITY PLANS AND PROCEDURES; 8.1 INTRODUCTION;  
8.2 FUNDAMENTAL ATTRIBUTES OF THE PLAN; 8.3 PLAN  
ORGANIZATION AND STRUCTURE; 8.4 TEAM PLANS; 8.5 PUTTING THE  
PLAN TOGETHER  
8.6 REVIEW; CHAPTER 9 - ORIENTATION, EXERCISING, AND TESTING; 9.1  
INTRODUCTION; 9.2 TYPES OF EXERCISES; 9.3 SCHEDULING EXERCISES;  
9.4 ORIENTATION; 9.5 EXERCISE PROGRAM; 9.6 EXERCISE DESIGN; 9.7  
REVIEW; BIBLIOGRAPHY; CHAPTER 10 - CONTINUOUS IMPROVEMENT;  
10.1 INTRODUCTION; 10.2 PROGRAM MAINTENANCE; 10.3  
PERFORMANCE EVALUATION AND METRICS; 10.4 EVALUATIONS AND  
INTERNAL AUDIT; 10.5 MANAGEMENT REVIEW; 10.6 NONCONFORMITY  
AND CORRECTIVE ACTION; 10.7 EXAMPLE OF AN RACI CHART; 10.8  
REVIEW; BIBLIOGRAPHY; Appendix A: Sample Competencies Suggested  
for Business Continuity Manager  
Appendix B: Required Documents under ISO 22301; Appendix C:  
Emergency Plan Table of Contents; Appendix D: Sample Business  
Analysis Impact Questions; GENERAL QUESTIONS (ASKED OF ALL  
FUNCTIONAL LEADERS); FUNCTIONAL SPECIFIC QUESTIONS; Appendix E:  
Sample Continuity Team Resource Tool Kit; INSTRUCTIONS; TEAM  
INFORMATION; TEAM EMPLOYEES; VENDOR/SUPPLIER CONTACT LIST;  
EQUIPMENT REQUIREMENTS; FORMS AND SUPPLIES; SOFTWARE  
REQUIREMENTS; VITAL RECORDS; TEAM TASK INSTRUCTIONS; Appendix  
F: Websites That Contain Hazard Information; EARTHQUAKE AND  
LIQUEFACTION HAZARDS; FLOODING AND DAM INUNDATION;  
LANDSLIDES  
SEVERE WEATHER

---

Sommario/riassunto

Business Continuity from Preparedness to Recovery: A Standards-Based Approach details the process for building organizational resiliency and managing Emergency and Business Continuity programs. With over 30 years of experience developing plans that have been tested by fire, floods, and earthquakes, Tucker shows readers how to avoid common traps and ensure a successful program, utilizing, detailed Business Impact Analysis (BIA) questions, continuity strategies and planning considerations for specific business functions. One of the few publications to describe the entire process of business c

---