

## Business Continuity Review

Merrycon provides a service to review the implementation of Business Continuity Management (BCM), the purpose of which is to examine the client's existing BCM competence and capability, and if required, to verify the implementation against predefined standards and criteria and deliver a structured report on the review.

### Review

Merrycon recommends that a client's implementation of BCM be reviewed against the guidelines provided by the Business Continuity Institute (BCI) in its Good Practice Guidelines (GPG), but will also undertake the review against standards such as ISO 22301.



### GPG

The BCI's GPG provides an overview and guidance on good practice covering the whole BCM Lifecycle, as shown in the BCI's diagram reproduced here.

### Process

The review process can be tailored to meet an individual client's needs, but normally consists of:

- Understanding the client's mission, aims, and objectives
- Identifying the standard to be used in the review
- Identifying the scope of the review
- Preparing and agreeing a definition of the review
- Gathering information and documentation, and reviewing the client's implementation of BCM
- Compiling and summarising the information obtained
- Identifying gaps and inconsistencies
- Providing a draft report for discussion with the client
- Finalising the review report
- Reviewing remedial actions with the client
- Providing an agreed remedial action plan including timescales to implement the agreed recommendations
- Developing and providing a monitoring process to ensure that the action plan is implemented within the agreed timescale

### Tick Box?

Merrycon's review service is not a "tick box" exercise aimed at confirming that the client has implemented a certain system, set of documentation, or has followed a defined specification. Instead, it aims to identify how well the client is implementing BCM and to propose an action plan that will improve the client's resilience.

### Customer Requirements

Many large organisations are now requiring evidence of an effective Business Continuity capability from their suppliers. Merrycon's Business Continuity Review service can be tailored to meet these demands, so enabling a client to demonstrate not only an effective capability, but also an ongoing commitment to improving their implementation of BCM.