

3.1 Fonksyon Biznis Esansyèl – Estrateji pou Restorasyon

Chwazi yon fonksyon esansyèl ki klase kòm “Kritik” pou ranpli tablo ki anba a, ansuit devlope estrateji kontinite pou diferan tip entèripsyon.

FONKSYON ESANSYÈL BIZNIS	
Priyorite restorasyon ☐ Kritik ☐ Wo ☐ Mwayen ☐ Ba	Objektif tan restorasyon: <i>Ki valè maksimòm tan pou fonksyon sa a fè san mache anvan l ka fonksyone ankò ak/oswa anvan gen enpak finansye?</i> ☐ < 1 èdtan ☐ 1 - 8 èdtan ☐ 8 - 24 èdtan ☐ 24 - 72 èdtan ☐ 72+ èdtan
Kiyès k ap egzekite fonksyon sa a? <u>Responsab/Sipèvizè:</u> <u>Estaf adisyonèl:</u> <u>Founisè/Vandè:</u>	Kiyès ki ka sèvi kòm ranplasan? <u>Responsab/Sipèvizè:</u> <u>Estaf adisyonèl:</u> <u>Founisè/Vandè:</u>

Deskripsyon brèf sou kijan pou w egzekite fonksyon sa a:	
Fòmasyon Obligatwa:	Kisa w ap bezwen pou egzekite fonksyon sa a? <u>Materyèl:</u> <u>Dosye/Rapò:</u> <u>Materyèl:</u> <u>Sèvis piblik:</u> <u>Espas:</u>
Antre/Entèdepandans:	Kiyès k ap itilize rezilta fonksyon sa a?
Anplasman prensipal:	Anplasman altènatif:
ESTRATEJI RESTORASYON	
Refi aksè ak yon etablisman:	
Refi sèvis poutèt manke travayè:	

Refi sèvis poutèt yon materyèl oswa sistèm ki an pàn:

Example Restoration Strategies: Bakery

ESSENTIAL FUNCTION	POTENTIAL DISRUPTION	CONTINUITY STRATEGIES	EXAMPLE RESTORATION STRATEGIES
Payroll	Denial of access to facility (e.g. area flooded, cannot access street/building for several days)	Conduct payroll at an alternate location until primary location is restored to normal operations	- Monitor emergency alerts and OEM/BPD social media for updates on regaining access to the area/property - Document property damage - File an insurance claim - Pump water out of building - Clear debris - Clean and disinfect the building
	Denial of service due to a reduced workforce (e.g. pandemic, infectious disease outbreak)	Alternate/backup person(s) conducts payroll	- Document payroll activities for primary payroll employee - Schedule a meeting to brief the primary payroll employee
	Denial of service due to equipment or systems failure (e.g. unable to access online payroll system)	Manual process/phone call to payroll company	Collaborate with payroll company to ensure content in manual documents are entered into the payroll system