



Major Print Works Business Continuity Plan

SCOPE

TPS were commissioned to produce a Business Continuity Plan followed by an exercise programme to ensure that all aspects of the plan were properly tested and rehearsed.

The major deliverables of this project were:

- Obtain client's Business Continuity Management (BCM) policy and the role of Facilities Management (FM) in maintaining the business and
 - Establish overall project structure.
 - Establish what services the BCM will cover.
 - Establish the scope and extent of the FM responsibility under the corporate BCM policy.
- Carry out a Business Impact Analysis (BIA) for the services provided by FM to:
 - Establish the Maximum Tolerable Period of Disruption (MTPD) for the services.
 - Identify the critical businesses and their service requirements
 - Establish any single points of failure.
- As part of the BIA carry out a Risk Analysis (RA) of the services provided by FM to:
 - Identify the risks to the business
 - Identify the impact to the business
 - Assess and agree with NI the acceptable level of risk.
- Evaluating the Business Continuity requirements to:
 - Establish the level of recovery that has to be achieved by FM to satisfy the business based upon the corporate BCM policy.
 - Agree with NI their resumption strategy.
 - Establish the Recovery Time Objective (RTO) of the FM services to achieve the desired level of recovery.

PROJECT PROFILE



CLIENT

News International

PROJECT VALUE

£110m

SERVICES

- Business Continuity Planning and testing

TYPE

Industrial

COMPLETION DATE

2007

Printing Works Business Continuity Plan

- Identify the minimum services needed to resume the business.
- Identify the FM resources need to bring the minimum services on line.
- Identify any risk reduction options.
- Agree client's requirements for establishing the Crisis Management Team management facility.
- Develop a Business Continuity Plan (BCP) for the FM services based upon NI's overall BC organisation and strategy and:-
 - Develop FM Incident Management Plans (IMP) for the various FM services in collaboration with client's overall IMP.
 - Agree escalation and de-escalation procedures for the FM in collaboration with NI overall Business Continuity strategy.
 - Develop a Business Continuity Plan (BCP) for the FM services to integrate into the overall client BCP.
 - Develop Activity Response Plans covering FM's response to an incident.
- Agree a structured exercise programme in collaboration with client to ensure full and cogent BCM capability by:-
 - Carry out desk top exercises – check plans and processes with the FM group only.
 - Carry out walk through exercises with client key BCM teams to ensure compatibility and interactivity.
 - Carry out simulation exercises with client to establish an integrated response to any potential disaster.

The project was successfully delivered to the client in a three month period during 2007.



FURTHER DETAILS

Please contact

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