

Office of Emergency Services

State Continuity Planning Program

DISCUSSION PAPER

Topic: Business Impact Analysis/Assessments

1.0 PURPOSE OF BUSINESS IMPACT ASSESSMENT

A business impact assessment (BIA), also called a business impact analysis, is a study of an organization's functions for the purpose of estimating how well or poorly it can be expected to perform if its operations are disrupted. A BIA establishes a more rigorously defensible baseline for deciding how much continuity planning should be developed. Many continuity planners encounter the dilemma that after having identified solutions to avoid or minimize operating risk, senior management balks at the cost. This is especially the case when the benefits – not only for reduced impacts of risks but also improved daily operations – are nebulous or not clearly understood. A BIA provides a stronger analytical basis for making these decisions.

In general, planners and executives tend to underestimate the costs associated with disruptions because they overlook some sources of disruption costs. As a result, inadequate continuity plans may be constructed. This discussion provides a comprehensive list of the categories of "drivers" to reduce the likelihood that some costs are overlooked, and it examines the challenge of defining continuity. In general, planners and executives tend to underestimate the costs associated with disruptions because they overlook some sources of disruption costs. As a

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The New England Business Directory and Gazetteer ,1883

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