Business Impact analysis-
Strategic approach

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Foundation for BCP-Business Impact Analysis

Identify business critical functions

Establish recovery priority

Key interdependencies

Financial, operational and regulatory impacts

BC Program
Key process-Business Impact Analysis

- Risk mitigation
- Customer expectations
- Internal/external requirements
- Market leadership

BIA Key Process

- Incorrect data
- Inefficient program
- Lost investment
- Program failure
Key success factors

01 Executive support

02 Define context and scope

03 Clarify objectives

04 Get sponsors

05 Identify key stakeholders

06 Define approach and methodology

07 Talk business language

08 Create education and awareness

09 Follow formal process
Executive support

Drive it top to down--

Get BIA project and resources approved
Define scope

- Business verticals that will need focus
- Business value chain
- Process that will be considered
Clarify objectives

Use SMART Objectives
S=specific
M=Measurable
A=Actionable
R=Realistic
T=Time bound
4. Get a Sponsor

- Get necessary approvals
- Clear bottlenecks
- Liaison between BIA and executive management

Someone who provides direction, guidance and helps achieve the objective
Key players

Depending upon the scope you may need to select key game players

- Process experts
- Business owners
- Project Teams
- Enabling functions
  IT, Facility etc.
Define approach

To get results that are effective and credible; there needs to be a structured approach for doing the BIA activity:

- Introduce tools and templates
- Have supporting documentation handy
- Arrange awareness workshops
- Define success
- Communicate
  - Timelines
  - Support from business
Talk business language

- Avoid being too technical
- Don’t use jargons RTO, RPO
- Speak in business language
- Focus on how BIA will help businesses
- Pose questions intelligently
Create awareness

- Educate key players BIA
- Have one-on-one meetings to clarify objectives
- Conduct workshops on importance on the BIA project
- Prepare help and guides to facilitate BIA template completions
- Send pre-reads and request business to come prepared with inputs/questions during meetings
Make the process formal

Follow documented and structured approach

Obtain sign-off on inputs provided

Document results and findings for records and future updates

Publish BIA results and what they mean for business
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