

Take the Business Continuity Readiness Quiz and rate your readiness

Please answer “yes” or “no” to the following:

1. If you have to leave your location due to a disruptive event*, and cannot go back, do you know what your response plans are for the first four (4) hours?
2. If your business unit needs to evacuate your location, do you know where your check point is?
3. Do you know who in your business unit is responsible for assuring that all employees are out of the building and safe?
4. Do you know if you have an updated call tree for contacting employees, key decision makers and vendors?
5. Do you know what the number one thing is that your business unit needs to have in place to resume business?
6. Do you know where you fall in the priority line for resources compared with other business units?
7. Do you know how long will it take your business unit to get up and running in another location?
8. Do you know what the top 5 required assets are that you will need to get up and running in another location?
9. Do you know where your alternative site is for operations?
10. Do you know if others in your business office know what to do?

* Note: A “disruptive event” is any scenario that would cause an disruption in services most critical to your business unit to the extent that provision cannot continue or can only continue with great difficulty and that would cause financial or otherwise impactful loss.

Readiness Scale - Count the number of Y's

- 10 = Great job! – you're well prepared – keep plans current with periodic updates.
- 8-9 = Almost there, re-visit your plans and renew your commitment to preparedness.
- 6-7 = Still have some work to do – delegate some tasks to your team.
- 4-5 = Halfway there - don't get discouraged – ask questions and get help
- 2-3 = There is plenty to do – start small and access the BCP website for planning tips
- 0-1 = You took an important step by taking this quiz and have increased your awareness