



Continuity Planners Australia

A Division of Nisbet & Associates Pty Ltd

Business Continuity Plans for Small Medium Business

Continuity Planners Australia offers a range of business continuity services to meet the needs of SME business. We will assist you to prepare and test your business continuity plans.

Small Business Pack: Group Business Continuity Plan Workshop \$1800

For SMEs with up to 50 staff members, we offer a streamlined workshop approach. Each group workshop caters for 3 - 4 SMEs.

The group workshop approach includes:

- Each SME's owner / manager and senior staff participate in a structured group workshop to identify critical issues and complete a comprehensive workbook to capture the SME's business continuity details.
- Following the workshop, in conjunction with each SME, we develop an individual business continuity plan.
- Provision of our crisis management team handbook and critical records and resources template.
- Continuity Planners Australia review and follow-up program.



If you are out of action for a week, how would that affect your customers?

Small SME Desktop Crisis Management Rehearsal \$1200

Using a generic scenario that can be applied to your SME, our senior consultant will facilitate a basic paper-based scenario workshop for your crisis management and / or workplace recovery staff; allowing your team to evaluate the effectiveness of its crisis management.

If your building has a fire or other disaster, will you be able to get back into business quickly?

Individual Small Medium Business Pack \$4000

*If your SME has around 80 – 100 staff members,
this is the best option for you.*

The SME Provider Pack includes:

- A structured interview on your premises with the owner / manager and senior staff to identify business continuity plan requirements.
- Development of your individual SME's business continuity plan document.
- Provision of our crisis management team handbook and critical records and resources template.
- Continuity Planners Australia review and follow-up program.

*"I never saw a wreck and never have been wrecked, nor was I ever in any predicament that threatened to end in disaster of any sort"
- Captain Edward John Smith of the Titanic*

Individual Small Medium Business Desktop Crisis Management Rehearsal \$2900

Using an individual scenario that is tailored to your unique SME, one of our senior consultants will facilitate a scenario workshop for your crisis management and / or workplace recovery staff; allowing your team to evaluate the effectiveness of its crisis management.

We will document the test and its outcomes for you in a brief written report.

***For an obligation free discussion or quote, contact us on
(02) 9617 2363***

or send an enquiry via our website:

www.continuityplanners.com.au

Exercise Your Business Continuity Plans

Exercising of plans is strongly recommended to ensure the plans meet the needs of your SME. Plans should be tested at least annually as people move on and situations change.

We can conduct two additional levels of exercise and rehearsal of your plans; this confirms that the plans are complete and functioning.



"Live" Crisis Management Rehearsal \$2900

The crisis management team members move to their command site and rehearse implementing their crisis management, using a simulated "live" situation.

"Live" Test of the Business Recovery Plan \$5800

The primary business location is "shut down" and critical employees are moved to the recovery site to implement the business continuity plans and to recover your SME. This is a great opportunity to identify any problems in the business recovery or IT recovery plans.

Prices do not include GST