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**Business Continuity and Crisis Management Readiness Survey**

**Purpose:**This survey evaluates the organization’s business continuity plans and crisis management strategies to ensure resilience in the face of potential disruptions.

**Business Continuity Planning**

1. **Does the organization have an up-to-date business continuity plan (BCP)?**☐ Yes
☐ No
☐ In Progress
2. **Have the key components of the business continuity plan been reviewed and tested in the past year?**☐ Yes
☐ No
☐ Not Sure
3. **Are critical business functions and dependencies clearly identified in the BCP?**☐ Yes
☐ No
☐ Somewhat

**Crisis Management Team**

1. **Is there a designated crisis management team in place?**☐ Yes
☐ No
2. **Have crisis management team members received adequate training on their roles and responsibilities?**☐ Yes
☐ No
☐ Somewhat
3. **How effective is the communication strategy during crises or disruptions?**☐ Very Ineffective
☐ Ineffective
☐ Neutral
☐ Effective
☐ Very Effective

**Preparedness for Disruptions**

1. **How prepared is the organization to handle the following types of disruptions?**
	1. Cybersecurity threats: ☐ Not Prepared ☐ Slightly Prepared ☐ Neutral ☐ Prepared ☐ Very Prepared
	2. Natural disasters: ☐ Not Prepared ☐ Slightly Prepared ☐ Neutral ☐ Prepared ☐ Very Prepared
	3. Supply chain disruptions: ☐ Not Prepared ☐ Slightly Prepared ☐ Neutral ☐ Prepared ☐ Very Prepared
	4. Financial crises: ☐ Not Prepared ☐ Slightly Prepared ☐ Neutral ☐ Prepared ☐ Very Prepared
2. **Are there backup systems and redundancies in place to ensure continuity of critical operations?**☐ Yes
☐ No
☐ Partially
3. **Have all employees been informed of their roles and responsibilities during disruptions?**☐ Yes
☐ No

**Risk Monitoring and Response**

1. **Does the organization have a process for identifying and monitoring potential crises in real time?**☐ Yes
☐ No
☐ In Progress
2. **How quickly can the organization respond to an unexpected disruption or crisis?**☐ Very Slowly
☐ Slowly
☐ Neutral
☐ Quickly
☐ Very Quickly
3. **Are post-crisis evaluations conducted to identify lessons learned and improve processes?**☐ Yes
☐ No

**Future Planning**

1. **What are the biggest gaps in the current business continuity and crisis management plans?**
2. **What additional resources or tools are needed to improve crisis preparedness?**
3. **Is there anything else you would like to share about the organization’s business continuity and crisis management strategies?**

**Instructions for Completion:**

* This survey is intended for risk managers, crisis management teams, and department heads responsible for business continuity and crisis planning.
* Please provide detailed feedback to ensure the organization is well-prepared to handle potential disruptions.
* Responses will guide updates to continuity plans and crisis management protocols.

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