

TUESDAY'S LIVE TOP TIP



OUR WEEKLY DOSE OF SMART BUSINESS AND FINANCE TOP TIPS



Check Business Continuity contact details without using your Normal Systems

Why?

Plan for System Failure

- Keep essential contacts accessible if email or cloud systems are unavailable.
- Include key suppliers and emergency contacts.

Test Practicality

- Consider how leaders will communicate during an outage.
- Keep appropriate offline or alternative access arrangements.

Benefit

A business continuity plan stored on the same network that has just failed may be impossible to access when it is needed most. The same applies to staff, supplier and emergency contact details held only within unavailable systems. Ensuring essential information can be accessed independently provides a simple layer of resilience. This is particularly important following a cyber incident, power failure or major system outage when normal communication channels may not be available.

Useful Resources

- DfE – Emergency Planning and Response
- NCSC – Incident Management



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