ANNEX A
TO BCPP BN FOR DOS
2 OCT 08

DND/CF Business Continuity Plan Work Plan

"Ensuring Continuity of Operations"

October 08

Step 1: Establish Departmental BCP Governance

Step 2: Affirm Departmental Role/Mandate

Step 3: Conduct a Threat-Risk Assessment

Step 4: Complete a Business Impact Analysis (BIA)

Step 5: Prepare Business Continuity Plan

Step 6: Test/Validate Contingency Plans

Step 7: Plan refinement/ maintenance

Draft L1 BIAs Due — 31 Oct 07

Draft L1 BCPs Due — 30 May 08

Establish SME Sub-Groups — 4 Jul 08

Approved L1 BCPs Due — 15 Sep 08

Level 0 Critical Svcs/Ops Approved by DMOC 25 Apr 07

Analysis, feedback and refinement of L1 BCPs

Initial analysis of L1 BCPs

Follow-up feedback to clarify and refine L1 BCPs

Detailed analysis of L1 BCPs

Reqs definition ROM costing

MAF submission preparation

Ongoing evolution & refinement of BCPs

Develop exercises & training plans

Date	Event
05 Jan 07	DM/CDS Initiating Directive
15 May 07	Distribute Level 0 BIA
11 Jan 08	Distribute Level 0 BCP
15 May 08	BCP Action Team Meeting
26 Jun 08	DMOC Brief
16 Oct 08	BCP Action Team Meeting
23 Oct 08	DMOC Brief
TBD Nov 08	BCP Action Team Meeting
TBD Dec 08	DMOC Brief