

**version: 8 February 2024**

**Department of National Defence  
Canadian Forces**

**BUSINESS CONTINUITY PLAN**

**Annex A**

**Appendix 3**

**Business Continuity Action Checklist**

**DRAFT 1**

**January 2008**

**DRAFT**

# Business Continuity: Action Checklist

	PREPAREDNESS	EVENT	RESPONSE	RECOVERY	RESTORATION
LEVEL 0	Threat-Risk Analysis Level 0 BIA Level 0 BCP: Response, Recovery & Restoration Plans Exercise/Maintenance		Immediate Actions (Safety & Security) Strategic Assessment Strategic Incident Management	Strategic Incident Management Ops/Svcs Prioritization - Continuity of Operations Activation of Level 0 Recovery Plans	Strategic Incident Management  Return to full operational capability
LEVEL 1	Level 1 BIA Level 1 BCP: Response, Recovery & Restoration Plans Exercise/Maintenance		Immediate Actions (Safety & Security) Level 1 Assessment Level 1 Incident Management	Level 1 Incident Management  Activation of Level 1 Recovery Plans	Level 1 Incident Management Restore services Return to full operational capability
	Level 2 BIA Level 2 BCP: Response, Recovery & Restoration Plans Exercise/Maintenance		Immediate Actions (Safety & Security) Level 2 Assessment Level 2 Incident Management	Level 2 Incident Management  Activation of Level 2 Recovery Plans	Level 2 Incident Management Restore services Return to full operational capability
LEVEL 3	Level 3 BIA Level 3 BCP: Response, Recovery & Restoration Plans Exercise/Maintenance		Immediate Actions (Safety & Security) Level 3 Assessment Level 3 Incident Management	Level 3 Incident Management  Activation of Level 3 Recovery Plans	Level 3 Incident Management Restore services Return to full operational capability