# Free Business Continuity and Disaster Recovery Plan

**Start BCDR planning with a business impact analysis that details which types of disasters could  
take place and the losses your organization could incur.**



Include risks of technical configuration errors, natural disasters, major weather  
events, acts of terrorism, and cybersecurity incidents, such as ransomware attacks.



Identify the critical areas of your business and estimate the downtime each could  
tolerate. Prioritize business processes and their associated software applications, determining which are mission-critical and placing others in ranked groups of importance.



Create a plan for keeping those functions running, including data backups, “pilot light”  
IT installments that can help start broader computing operations, and the tech setups employees will need to work remotely.



Establish recovery time objectives and recovery point objectives. Design an IT  
architecture with redundant resources to get applications back up and running.



Understand your hardware and software dependencies—how a failure of one  
system could cause problems with others that depend on it.



Scope out future business initiatives and their main technology requirements.  
Encourage using fault-tolerant architectures for new tech initiatives.