



### **The Business Continuity Planning Session**

These are unprecedented times for businesses and their people. Our facilitated business continuity planning service provides clients with accurate and logical advice to help minimise the impact the Covid-19 pandemic will have on their business.

This service is designed to support our clients in developing a plan to get through the coming months. A Business Continuity Plan helps identify the actions to take to prepare for the impact of Covid-19; to maximise entitlements to Government and other support and minimise the downstream impact of a downturn in business.

The approach to develop the plan is collaborative and involves pre-work, either one 4-hour or two 2-hour on-line facilitated planning sessions and developing a plan to implement. The service is designed for business owners to ensure they build resilience, preserve profitability, cashflow and employment for their team and survive through this difficult time.

### **The Business Continuity Plan Review**

We understand that many business owners will want to develop their own plan in these unprecedented times. The Business Continuity Plan review allows business owners to use our guide and templates to create their draft Business Continuity Plan and then meet with us online for 90-minutes to review and finalise it. The review service ensures clients are provided with accurate and logical advice to help minimise the impact the Covid-19 pandemic on their business.

A Business Continuity Plan Review provides accountability and support to identify the actions to take to prepare for the impact of Covid-19; to maximise entitlements to Government and other support and minimise the downstream impact of a downturn in business.

The approach to develop the plan is collaborative and involves pre-work, supplying a plan template and guide for the client to prepare their first draft plan and then a 90-minute on-line meeting to finalise the plan in order to begin implementing it. The service is designed for business owners to ensure they build resilience, preserve profitability, cashflow and employment for their team and survive through this difficult time.

The package will be executed with urgency to ensure we have given the necessary skills and techniques for our clients to be able to

- Develop & execute their plan
- continue to refine and respond to any changes that need to be made.

Delivery Mode:

One on one training. Our mode of delivery can be via Zoom, Skype, or Phone calls

Pricing:

\$250 + GST per hour for this service