

Continuity Planning for Small Firms

A foundation for organisational resilience

Business Continuity deals with rare but catastrophic events affecting you and your suppliers. However improbable, if a disaster occurs and you don't have an escape plan, it could be game over and many years of work wasted. Conversely, if you know what to do, your survival chances improve tenfold.

Continuity has long featured in bids and tenders, but now procurement managers are trained to select suppliers who manage risk effectively. Many large and medium-sized organisations now require suppliers to have tested continuity plans. *It's a fact that firms who embrace continuity enjoy a true competitive advantage.*

Small firms benefit most

Small organisations are often the most fragile and vulnerable, yet few know what business continuity is or what it can do for them. Of those that do, many don't see the need or assume it's reserved for larger firms.

Yet they have most to gain. Ask company owners close to Buncefield or Manchester who were affected by those major incidents, travel agencies by volcanic ash, or those driven out by floods, how they view continuity. None saw it coming and of those that survived, most now own a continuity plan. It's easy to be wise after the event.

Encouraged by insurers

Insurance is an essential lifeline but claims can take time to settle. Your broker will be the first to point out that it takes a special set of immediate, decisive actions by management to sustain a business in crisis, and that these must be pre-meditated, tried and tested to be effective.

Protecting your business

Most companies take computer backups, so they can restore systems and data if a crash occurs. However, if the building is inaccessible or worse, there is more to think about. How will you recover work-in-progress, rebuild staff morale, replace vital materials, specialised equipment, R&D, contracts and papers, work-space, take calls from customers and so on? Continuity covers it.

Assistance for small businesses

We can help you build and maintain your continuity plan. Guided by our experts, you'll see rapid best-practice results, protecting your business and helping you compete more effectively. If you've a limited budget, our software detailed overleaf can help you produce plans quickly, painlessly and very affordably.

The need for speed

There are good reasons to get a plan in place quickly. First, banks won't lend to a business in trouble, and in a crisis you can expect supplier credit and customer payments to go on hold, starving you of cash. Second, customers look for substance and a solid track record in BCP. Your continuity plan is your lifeline, providing a strong practical pre-meditated basis for recovery before it's too late.

Making it happen

The International Standards Organisation recently published ISO 22301, a standard that sets out current best practice for business continuity. Many larger firms now comply with this and increasingly expect their suppliers to do the same. However, few small businesses can spare the time or have the necessary skills to do it. This is where we come in.



Continuity Plans in less than a day

INONI Lite™ is business continuity software specifically designed for smaller organisational entities including small businesses, offices, member groups, clients and stand-alone departments within larger firms. The software is securely hosted on our private cloud, keeping materials safe and accessible from laptop, tablet or smartphone. It is quick and easy to use, requiring no end-user training and typically taking a day to arrive at a good draft.

An option that fits your business

We offer three Lite package options that adapt to suit the needs of most small organisations.

- **INONI Lite™** Costing just **£99** for a 12 month single-user license, this original toolset provides online business impact analysis (BIA) and business continuity plan (BCP). Each is designed to reflect best practice standards and can be customised for your business. Please contact us or visit www.inoni.co.uk/lite to buy online.
- **INONI Lite Plus™** Packaged as a 3-year single user license, offering BIA and BCP with the added benefit of an ISO22301-aligned business continuity management system (BCMS), a benchmark survey to see where you stand and a detailed risk assessment. Contact us or visit www.inoni.co.uk/liteplus to buy online.
- **INONI Lite Multi™** Supporting multiple end-users, Multi can be fully customized for oversight organisations to offer their members or customers. For example, a retailer might provide Lite to its outlets, an insurance broker to its clients, or a council to schools in its catchment area. In each case Multi provides bespoke tools that ensure consistency, management information, control and oversight. Please contact us to find out more.

Great reasons to choose INONI Lite

- Hosted securely for maximum accessibility and protection
- Flexible so your plans always fit your business
- Easy to use with no training requirement
- Aligned with ISO 22301 and the BCI Good Practice Guide
- Online so you can re-visit and update at any time
- Mobile so you can access and store plans on your phone
- Clear and compact so you can find your way quickly
- Automated workflow provides email reminders
- Plans online and to PDF for utility and convenience
- No setup fee and fast activation so you can start right away
- Educational and helpful with good practice, example texts and FAQs
- Plain language with a minimum of jargon
- Pre-populated with example responses, comments, documents and images
- Supported by us with next working day email response
- Inclusive system upgrades and functional improvements
- Relational database providing fast reliable information as you need it
- Convenient options for training, advice and support

Try before you buy

Visit www.inoni.co.uk/register to register for a FREE 14-Day trial of INONI Lite™ with no obligation to buy. During the trial you will be able to enter data and view sample reports. Alternatively, if you want to see Lite in action, please join one of our regular webinars, or if you prefer we'll arrange a one-to-one demonstration for you.

Sign up to unbeatable value

INONI Lite™ could save your business whilst significantly enhancing your commercial proposition. Yet it costs less in a year than most of us pay in mobile phone charges. Please email info@inoni.co.uk or call +44 (0) 1189 629 757 to discuss your needs with a risk professional.