**ROADMAP SAMPLE 3**

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| **Q1 2014 (Jan-Mar)** | **Q2 2014 (Apr – Jun)** | **Q3 2014 (Jul – Sep)** | **Q4 2014 (Oct – Dec)** |
| **Tasks & Deliverables** | **Tasks & Deliverables** | **Tasks & Deliverables** | **Tasks & Deliverables** |
| **BCM Steering Committee (SC)*** Facilitate Session

**BCM Metrics*** Present BCM Metrics to SC

**Business Impact Analysis*** Begin BIA Reviews for RTO 0 business processes as determined by the SC

**BCM Policy/Procedures*** Yearly review and maintenance of policy and procedures as applicable to the program

**BCM Annual Report & Program Guide*** Issue revised BCM Annual Report & Program Guide based on current BCM Program

**BCM Process Improvement*** Explore feasibility of electronic approval/ signature for BRPs and related program documents

**Ad Hoc*** Support overall BCM Program by completing various ad hoc requests and requirements
 | **BCM Steering Committee (SC)*** Facilitate Session

**Business Impact Analysis*** Continue BIA Review for RTO 1 business processes as determined by the SC

**Crisis Management*** Revise and re-distribute CMT Plan, Contact List and supporting documentation
* Update Command Center Boxes (on/offsite)

**Business Recovery*** Maintain program governance documentation in accordance with BCM Policy
* Ensure annual Tabletop of

Business Recovery Plans in accordance with BC Test Plan**Threat & Risk Assessment*** Facilitate TRA of HQ
* Present Report

**Emergency Notification System*** Coordinate Notification exercises (BCP, CMT)

**Ad Hoc*** Support overall BCM Program by completing various ad hoc requests and requirements
 | **BCM Steering Committee (SC)*** Facilitate Session

**Business Impact Analysis*** Continue BIA Review for RTO 3-4 business processes as determined by the SC

**Crisis Management Exercise*** Facilitate CMT Exercise
* Present Post-Exercise Report

**Business Recovery*** Maintain program governance documentation in accordance with BCM Policy
* Ensure annual Tabletop of Business Recovery Plans in accordance with BC Test Plan

**BCM Policy/Procedures*** Yearly review and maintenance of policy and procedures as applicable to the current program

**Employee Awareness Card*** Annual review, update, redistribution of BCM Employee Awareness Cards

**Emergency Notification System*** Coordinate Notification exercises (BCP, CMT)

**Ad Hoc*** Support overall BCM Program by completing various ad hoc requests and requirements
 | **BCM Steering Committee (SC)*** Facilitate Session

**BCM Metrics*** Present BCM Metrics to SC

**Crisis Management*** Update Command Center Boxes (on/offsite)

**Business Recovery*** Maintain program governance documentation in accordance with BCM Policy
* Ensure annual Tabletop of

Business Recovery Plans in accordance with BC Test Plan**Current State Assessment*** Facilitate Interviews
* Information Gathering
* Present Report

**Ad Hoc**Support overall BCM Program by completing various ad hoc requests and requirements**BCM Program Roadmap*** Document 2015 BCM Program Roadmap as determined by the SC
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