

DIN EN ISO 22301:2014-12 (E)

Societal security - Business continuity management systems - Requirements (ISO 22301:2012)

Contents		Page
Foreword		3
0	Introduction	4
0.1	General	4
0.2	The Plan-Do-Check-Act (PDCA) model	4
0.3	Components of PDCA in this International Standard	5
1	Scope	7
2	Normative references	7
3	Terms and definitions	7
4	Context of the organization	14
4.1	Understanding of the organization and its context	14
4.2	Understanding the needs and expectations of interested parties	15
4.3	Determining the scope of the business continuity management system	15
4.4	Business continuity management system	16
5	Leadership	16
5.1	Leadership and commitment	16
5.2	Management commitment	16
5.3	Policy	17
5.4	Organizational roles, responsibilities and authorities	17
6	Planning	18
6.1	Actions to address risks and opportunities	18
6.2	Business continuity objectives and plans to achieve them	18
7	Support	18
7.1	Resources	18
7.2	Competence	19
7.3	Awareness	19
7.4	Communication	19
7.5	Documented information	20
8	Operation	21
8.1	Operational planning and control	21
8.2	Business impact analysis and risk assessment	21
8.3	Business continuity strategy	22
8.4	Establish and implement business continuity procedures	23
8.5	Exercising and testing	25
9	Performance evaluation	25
9.1	Monitoring, measurement, analysis and evaluation	25
9.2	Internal audit	26
9.3	Management review	27
10	Improvement	28
10.1	Nonconformity and corrective action	28
10.2	Continual improvement	29
Bibliography		30