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Technical Specification

# Security and resilience — Business continuity management systems Guidelines for business impact analysis

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- Australian Emergency Management Institute
- Australian Institute of Human Resources
- Australian Local Government Association
- Australian Risk Policy Institute
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Technical Specification

# **Security and resilience — Business continuity**

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## **Guidelines for business impact analysis**

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## Preface

This Technical Specification was prepared by the Standards Australia Committee MB-025, Security and Resilience, to supersede SA TS ISO 22317:2017, *Societal security — Business continuity management systems — Guidelines for business impact analysis (BIA)*.

The objective of this document is to provide guidelines for an organization to implement and maintain a formal and documented business impact analysis (BIA) process appropriate to its needs. It does not prescribe a uniform process for performing a BIA.

This document is applicable to all organizations regardless of type, size and nature, whether in the private, public or not-for-profit sectors. The guidance can be adapted to the needs, objectives, resources and constraints of the organization.

This document is identical with, and has been reproduced from, ISO/TS 22317:2021, *Security and resilience — Business continuity management systems — Guidelines for business impact analysis*.

As this document has been reproduced from an International document, a full point substitutes for a comma when referring to a decimal marker.

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## Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular, the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see [www.iso.org/directives](http://www.iso.org/directives)).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see [www.iso.org/patents](http://www.iso.org/patents)).

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For an explanation of the voluntary nature of standards, the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT), see [www.iso.org/iso/foreword.html](http://www.iso.org/iso/foreword.html).

This document was prepared by Technical Committee ISO/TC 292, *Security and resilience*.

This second edition cancels and replaces the first edition (ISO/TS 22317:2015), which has been technically revised. The main changes are as follows:

- the document has been updated to align with ISO 22301:2019;
- the document structure has been updated to improve the description of the business impact analysis (BIA) process;
- more focus has been placed on the BIA process and less on the business continuity programme;
- BIA and the BIA process have been clearly differentiated;
- BIA process roles have been consolidated to BIA leader and activity owners;
- the section “Initial BIA considerations” has been removed and the guidance redistributed;
- the section “Strategy selection” has been removed as it is part of ISO/TS 22331;
- the annex on terminology has been removed;
- the annex on BIA information collection methods has been enhanced;
- a new annex with examples for performing a BIA has been included.

Any feedback or questions on this document should be directed to the user's national standards body. A complete listing of these bodies can be found at [www.iso.org/members.html](http://www.iso.org/members.html).