

CIRCUMSPEx

WEB-BASED BUSINESS CONTINUITY & EMERGENCY RESPONSE PLANNING



Property managers will **APPRECIATE THE POWER** of Circumspex to protect people, processes and property from the devastating effects of disaster. By building business continuity and emergency response plans, Circumspex provides users with a platform to launch disaster mitigation, recovery and restoration efforts as precisely and effectively as possible. Well-composed and tested plans can mean the difference between business survival and financial ruin. Circumspex addresses the complexity of business continuity by breaking the process down into manageable components. Each module identifies resources and tasks crucial to resuming normal business operations.

RISK ASSESSMENT & BUSINESS IMPACT ANALYSIS

This segment of Circumspex begins with an assessment of your organization's vulnerabilities. The process involves identification of the threat sources, the probability of their occurrence and their impact on your business, in both human and financial terms. With this information your leadership group can consider strategic options and associated costs.

EMERGENCY RESPONSE PLAN

Circumspex' Emergency Response Plan (ERP) will develop a set of incident-specific procedures to be implemented the moment a disaster occurs. With an emphasis on simplicity, the ERP tackles issues of notification, evacuation, IT continuity, vital document protection, as well as medical and safety protocols. The ERP also describes the roles of disaster restoration contractors and other speciality service providers.

CRISIS MANAGEMENT PLAN

Once the immediate emergency has been contained it is time to activate the Crisis Management Plan. This extension of the ERP guides recovery activities in the days and weeks following an incident by simplifying and codifying a chain of command and plan of action to regain of order and manage resources.

BUSINESS RESUMPTION PLAN

The Business Resumption Plan provides a framework for assessing what resources are required to resume normal business activities. This may include a broad spectrum of essentials including software, hardware, communications systems, physical space, utilities, machinery or equipment. This resumption of business processes may take place at an alternate site or at the existing facility and may include replacement of certain equipment or property, and restoration of others.

BUILT FOR PROPERTY MANAGERS

Circumspex has been developed to meet the demands of property managers for a sophisticated, yet user-friendly tool for mastering disasters. It has been written from the perspective of the property or facility manager, addressing their primary concerns. Where the majority of Business Continuity plans focus on IT needs, Circumspex recognizes that facilities are the nexus of all critical business processes. The plan reflects the insights of two Certified Property Managers® with more than forty-five years of experience in multi-family and commercial real estate. It combines that knowledge with three decades of real life experience putting "boots on the ground," managing disaster recovery for organizations nationwide.

Circumspex will build effective, comprehensive programs that yield significant return on your investment. In the demanding field of property management you will welcome the fact that this tool has been built for managers by managers! We are certain you will appreciate that advantage. Please call us toll-free at **877.315.7526** to discuss a personal preview today.

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