



FARM CREDIT ADMINISTRATION

Examination Workpaper

Business Continuity Risk Assessment

Institution Name:

SCD:

Question	Response	Comment
1. Was a formal risk assessment conducted and documented, including a Business Impact Analysis?		
2. Were representatives from all areas of the business involved in the analysis? (This could be through interviews or surveys of the branch offices or various departments or business units.)		
3. Were critical business units and processes identified?		
4. Were recovery priorities for business units and processes identified?		
5. Did management identify recovery times for each critical business process?		
6. Were other key concerns and issues identified and addressed in the BIA or risk assessment?		
7. Were the following threats sufficiently considered:		
a. Natural?		
b. Technical?		
c. Human?		
8. For each threat that management identified, were possible consequences to the business identified?		
9. Does the risk assessment identify the impact of the various threats to:		
a. Facilities?		
b. People?		
c. Information Technology systems?		
10. Did senior management review the BIA and risk assessment?		
11. Does the risk assessment reflect the institution's current environment? (i.e., Is it current?)		

Comments:

This workpaper is not intended to create any rights, substantive or procedural, enforceable at law or in any administrative proceeding. While the workpaper was carefully reviewed for applicability and accuracy, changes may occur in the wording or interpretation of laws and regulations. If a situation arises where the workpaper becomes inconsistent with applicable laws or regulations, the requirement of the laws or regulations will prevail. Examination scope may vary between institutions. On a particular examination activity, the workpaper may not pertain to all factual situations or interpretations, additional concerns or issues may be addressed that are not covered in the workpaper, and some portions of the workpaper may not be used.