SLOVENSKI STANDARD
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Varnost in vzdržljivost - Sistem vodenja neprekinjenosti poslovanja - Zahteve (ISO 22301:2019)

Security and resilience - Business continuity management systems - Requirements (ISO 22301:2019)

Sicherheit und Schutz des Gemeinwesens - Business Continuity Management System - Anforderungen (ISO 22301:2019)

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03.100.70	Sistemi vodenja	Management systems

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Sécurité et résilience - Systèmes de management de la continuité d'activité - Exigences (ISO 22301:2019)

Sicherheit und Resilienz - Business Continuity Management System - Anforderungen (ISO 22301:2019)

This European Standard was approved by CEN on 14 October 2019.

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This European Standard exists in three official versions (English, French, German). A version in any other language made by translation under the responsibility of a CEN member into its own language and notified to the CEN-CENELEC Management Centre has the same status as the official versions.

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European foreword

This document (EN ISO 22301:2019) has been prepared by Technical Committee ISO/TC 292 "Security and resilience" in collaboration with Technical Committee CEN/TC 391 “Societal and Citizen Security” the secretariat of which is held by AFNOR.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by May 2020, and conflicting national standards shall be withdrawn at the latest by May 2020.

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Foreword

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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).

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This second edition cancels and replaces the first edition (ISO 22301:2012), which has been technically revised. The main changes compared with the previous edition are as follows:

— ISO's requirements for management system standards, which have evolved since 2012, have been applied;

— requirements have been clarified, with no new requirements added;

— discipline-specific business continuity requirements are now almost entirely within Clause 8;

— Clause 8 has been re-structured to provide a clearer understanding of the key requirements;

— a number of discipline-specific business continuity terms have been modified to improve clarity and to reflect current thinking.

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.

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Introduction

0.1 General

This document specifies the structure and requirements for implementing and maintaining a business continuity management system (BCMS) that develops business continuity appropriate to the amount and type of impact that the organization may or may not accept following a disruption.

The outcomes of maintaining a BCMS are shaped by the organization's legal, regulatory, organizational and industry requirements, products and services provided, processes employed, size and structure of the organization, and the requirements of its interested parties.

A BCMS emphasizes the importance of:

— understanding the organization's needs and the necessity for establishing business continuity policies and objectives;

— operating and maintaining processes, capabilities and response structures for ensuring the organization will survive disruptions;

— monitoring and reviewing the performance and effectiveness of the BCMS;

— continual improvement based on qualitative and quantitative measures.

A BCMS, like any other management system, includes the following components:

a) a policy;

b) competent people with defined responsibilities;

c) management processes relating to:

   1) policy;

   2) planning;

   3) implementation and operation;

   4) performance assessment;

   5) management review;

   6) continual improvement;

d) documented information supporting operational control and enabling performance evaluation.

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0.2 Benefits of a business continuity management system

The purpose of a BCMS is to prepare for, provide and maintain controls and capabilities for managing an organization's overall ability to continue to operate during disruptions. In achieving this, the organization is:

a) from a business perspective:

   1) supporting its strategic objectives;

   2) creating a competitive advantage;

   3) protecting and enhancing its reputation and credibility;

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