

Appendix 3 – Recovery Time Objectives for Activities

This list defines the recovery time objective for each activity in [organization name]:

Table with 4 columns and 10 rows. The first column is labeled 'Name of activity'. The other columns are empty.

Commented [27A1]: To learn how to fill out this document, and to see real-life examples of what you need to write, watch this video tutorial: "How to Write Business Continuity Strategy According to ISO 22301".

To access the tutorial, choose one of the following options (depending on how you received the document):

- a) For document(s) delivered via Conformio: log into Conformio, click "Helpful materials" in the top menu, choose your language, and open the folder "Video tutorials".
b) For document(s) delivered via email: in your Inbox, find the email that you received at the moment of purchase - there, you will see a link that will enable you to access the video tutorial.

Commented [27A2]: Copy from Appendix 2.

Commented [27k3]: To learn more about activities definition, read this article:

How to define activities when implementing business continuity according to ISO 22301
https://advisera.com/27001academy/blog/2013/11/11/how-to-define-activities-when-implementing-business-continuity-according-to-iso-22301/

Commented [27A4]: Copy from Appendix 2.

Commented [27A5]:

Commented [27A6]: Set for each activity, taking into

Commented [27k7]: To learn more about this topic, read this article:

What is the difference between Recovery Time Objective (RTO) and Recovery Point Objective (RPO)?
https://advisera.com/27001academy/knowledgebase/what-is-the-difference-between-recovery-time-objective-rto-and-recovery-point-objective-rpo/