

## Appendix 1 – Exercising and Testing Report

Exercising and testing was conducted in the following way:

- period: from [date] to [date]
  - [redacted]
  - [redacted]
  - [redacted]
  - [redacted]
  - [redacted]
  - [redacted]
- encountered in each step; also include the scenario used to conduct exercising and testing]

Achievement of testing objectives:

Testing objectives:	[redacted]
*	[redacted]

Based on testing results, the following corrective actions were initiated:

Recommendations:

In [place], [date]

[job title]

[name]

[signature]

**Commented [270011]:** Learn more here:  
 How to perform business continuity exercising and testing according to ISO 22301  
<https://advisera.com/27001academy/blog/2015/02/02/how-to-perform-business-continuity-exercising-and-testing-according-to-iso-22301/>

**Commented [270012]:** E.g., Business Continuity Manager, Security Manager, Information Security Manager, etc.

**Commented [270013]:**

**Commented [270014]:** E.g., desk check, plan walkthrough, simulation, functional test, full test, etc.

**Commented [270015]:** Please choose the one that applies to your company practices.

**Commented [270016]:**

**Commented [270017]:** E.g., Business Continuity Manager, Security Manager, Information Security Manager, Business Unit Responsible, Compliance Officer, etc.

**Commented [270018]:** Only necessary if the Procedure for Document and Record Control prescribes that paper documents must be signed.