

Version: 002

**Company Information**  
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www.emailaddress.com

*This contingency plan will assist you as a guide in effective business contingency planning, coordinating with different departments and will meet system’s contingency requirements.*

Company Logo Here

**BUSINESS  
CONTINGENCY  
PLAN**

**Scope**

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**Applicability**

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**Purpose**

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**Introduction**

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Technical Process Plan

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Managerial Process Plan

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Project Organization

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Project Overview

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**Requirements**

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**Continuity of Operations**

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**Planning Principles**

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**Assumptions/References**

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