



## TAMP Systems Announces Business Continuity Planning (BCP) Tip of the Week

TAMP Systems is pleased to announce....

### **The 3rd - BCP Tip of the Week!**

Contact us today for a free demo, and/or advice on how to implement your Business Continuity Plans!

# Tip of the Week

Contact Us Today:  
1-800-252-4080  
or email: [info@tampsystems.com](mailto:info@tampsystems.com)

Did you know your Business Continuity Plan is a living document? It has dynamic data that changes all the time.

Did you know that every single Business Continuity Plan is different? Customized to your business or facility.

Did you know that most business don't update there plans until a major incident has occurred? BCP guidelines suggest updating your plan at least once a year.



### *Tip of the Week –*

#### **Employee Skills Inventory**

During a winter weather event employees may not be able to make it to the office. This could leave the staff of a department severely shorthanded, which would then lead to a lack of production. Unfortunately, hiring temporary workers during a winter weather event may not be feasible. A valuable resource during this situation may very well be other employees. There may be an employee on staff who has the skills needed to move over and help out. For example, there could be someone in Human Resources who can move over and work in Accounts Payable for a day.

However in order for this to be possible, you need a Skills Inventory for all your employees. Create an inventory of your employees' current and previous skills. What skills do they use in their current position? What skills did they use in previous positions? Remember to include skills that an employee may have used in other companies in which they worked.

#### A Skills Inventory:

- Helps to supplement missing workforce by using current employees.
- Allows management to know what skills they need when they do need to hire temporary workers for longer term assignments



TAMP's Disaster Recovery System (DRS™) planning solutions will provide you with the right tools to help your BCP Program. DRS is a web-based application that is easy to implement and use. Unlike competing products, DRS is straightforward and uncomplicated so that you can provide a robust solution with very little time and effort. And because it is budget friendly, it is a great value-added product that will help to increase your overall productivity.

#### **NO RISK FREE TRIAL!**

If you are interested in finding out more about DRS and how it can help you enhance your Business Continuity Program, please reply to this message for a free (no risk) product demonstration and trial. Or send an email to [sales@tampsystems.com](mailto:sales@tampsystems.com) with any questions you may have. Feel free to forward this message to your business associates.

TAMP Systems is a Certified Business Continuity Vendor (CBCV)



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