

How to Assess the Risks to your CF Office



Community Futures British Columbia

Rural Resiliency Initiative

communityfutures.ca

Key considerations for ensuring your office can continue to operate so that you can support your businesses.

Identify the Most Likely Hazards and Vulnerabilities

- Refer to the [BC Hazards Map](#)
- Involve staff in the discussion about risks, e.g. a quick 15-30 minute talk each quarter about risks and mitigation
- Consider cyber security: Cyber or ransomware attacks are commonplace when disasters are underway. Your CF could lose access to computers, email, phones, cellphones, contact lists, and all digital files.

Consider the Impacts

How might each type of disaster impact your operations, staff, and clients?

How might your financial, physical and digital assets be impacted?

Consider the Critical Functions of Your Office

What functions of your office are critical, how could you stay in operation? For example:

- Maintaining contact with clients during disruptions
- Handling loan repayments
- Communicating with key partners
- Establishing remote work & using cloud-based systems, e.g. webmail, sgared workspaces, collaborative online tools

Tap into Resources from RRI

- Request a Business Continuity Plan template for CFs
- Request a presentation from the EQRT for Managers and staff
- Request a conversation with the EQRT

