**Procurement, Logistics and Distribution**

Procurement, logistics and distribution are the activities associated with obtaining and storing inputs, and storing and transporting finished products to customers. This can include sourcing goods and services, purchasing those goods and services from suppliers, storing goods in warehouses and transporting your finished products to customers.

The following functions encompass all functions related to procurement, logistics and distribution. The list is prioritized with the most important functions listed first.

* <Business function>
* <Business function>
* <Business function>
* <Business function>
* <Business function>
* <Business function>
* <Business function>
* <Business function>

<Attach a completed copy of the Business Impact Analysis Template (appendix) for each function.>

<Attach any raw materials and supply lists that are necessary to recovering each function.>

**Operations**

Operations are those activities associated with transforming inputs into final outputs, which can be either goods or services. This can include processing, refining and packaging your products.

The following functions encompass all functions related to operations. The list is prioritized with the most important functions listed first.

* <Business function>
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* <Business function>
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* <Business function>

<Attach a completed copy of the Business Impact Analysis Template (appendix) for each function.>

<Attach any raw materials and supply lists that are necessary to recovering each function.>

**Product or Service Development**

Product or service development is the activities associated with bringing a new, improved or redesigned product or service to market. This can include research, marketing analysis, design and engineering.

The following functions encompass all functions related to product or service development. The list is prioritized with the most important functions listed first.

* <Business function>
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<Attach a completed copy of the Business Impact Analysis Template (appendix) for each function.>

<Attach any raw materials and supply lists that are necessary to recovering each function.>

**Marketing, Sales and Customer Accounts**

Marketing, sales and customer accounts are three activities associated with informing existing or potential buyers.

This can include promotion, advertising, telemarketing, selling and retail management.

The following functions encompass all functions related to marketing, sales and customer accounts. The list is prioritized with the most important functions listed first.

* <Business function>
* <Business function>
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* <Business function>

<Attach a completed copy of the Business Impact Analysis Template (appendix) for each function.>

<Attach any raw materials and supply lists that are necessary to recovering each function.>

**Customer and Aftersales Services**

Customer and aftersales services are the activities provided to customers after they purchase your goods or services. This can include training, help desk services, call center services and customer support for guarantees and warranties.

The following functions encompass all functions related to customer and aftersales services. The list is prioritized with the most important functions listed first.

* <Business function>
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<Attach a completed copy of the Business Impact Analysis Template (appendix) for each function.>

<Attach any raw materials and supply lists that are necessary to recovering each function.>

**General Management and Firm Infrastructure**

General management and firm infrastructure are the activities associated with corporate governance. This can include accounting, building services, management and administrative support.

The following functions encompass all functions related to general management and firm infrastructure. The list is prioritized with the most important functions listed first.

* <Business function>
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<Attach a completed copy of the Business Impact Analysis Template (appendix) for each function.>

<Attach any raw materials and supply lists that are necessary to recovering each function.>

**Human Resource Management**

Human resource management is the activities associated with managing your employees. This can include recruiting, hiring, training, compensating and dismissing personnel.

The following functions encompass all functions related to human resource management. The list is prioritized with the most important functions listed first.

* <Business function>
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* <Business function>

<Attach a completed copy of the Business Impact Analysis Template (appendix) for each function.>

<Attach any raw materials and supply lists that are necessary to recovering each function.>

**Technology and Process Development**

Technology and process development are the activities associated with technical knowledge and maintenance. This can include automating, designing or redesigning equipment, hardware, software and procedures.

The following functions encompass all functions related to technology and process development. The list is prioritized with the most important functions listed first.

* <Business function>
* <Business function>
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* <Business function>
* <Business function>
* <Business function>

<Attach a completed copy of the Business Impact Analysis Template (appendix) for each function.>

<Attach any raw materials and supply lists that are necessary to recovering each function.>