

**Personnel Cabinet  
Business Continuity Plan (The Plan)**

**Mission Statement**

The Plan provides direction and strategy for the management of and recovery from major business interruptions that would adversely affect the mission of the Personnel Cabinet.

The purpose of The Plan is to:

1. Ensure the protection of vital information critical to the restoration of interrupted functions;
2. Ensure the optimum availability of mission critical functions should an interruption occur;
3. Lessen the severity and time period of major business interruptions; and
4. Ensure that a system of internal control is maintained during business recovery.

