

[Sender Name]
[Sender Title]
[Organization Name]
[Date]

[Recipient Name]
[Recipient Title]
[Department/Service Provider Name]

Subject: Feedback on Resilience Assessment for Critical Business Services

Dear [Recipient Name],

Following the recent review of our Critical Business Services (CBS), we are providing formal feedback regarding the current resilience posture of [Service Name].

Assessment Summary:

The evaluation focused on the ability to deliver this service during operational disruptions. Based on the data provided, the service currently meets [Percentage/Level] of the defined impact tolerances.

Key Strengths:

- [Insert Strength 1]
- [Insert Strength 2]

Areas for Improvement:

- [Insert Vulnerability 1]
- [Insert Vulnerability 2]

Required Actions:

To ensure alignment with our operational resilience framework, please address the following by [Deadline Date]:

1. Update the business continuity plan for [Specific Scenario].
2. Conduct a stress test on [Specific System/Resource].
3. Provide a remediation timeline for identified mapping gaps.

We appreciate your commitment to maintaining service continuity. Please acknowledge receipt of this feedback and provide an initial response regarding the action items by [Date].

Sincerely,

[Signature]
[Typed Name]