

[Date]

[Recipient Name]
[Recipient Job Title]
[Department Name]
[Organization Name]

Subject: Feedback on Operational Resilience Assessment - [Reporting Period/Year]

Dear [Recipient Name],

Thank you for participating in the recent Operational Resilience Assessment conducted on [Date]. The purpose of this review was to evaluate the robustness of our Important Business Services (IBS) and our ability to remain within defined impact tolerances during periods of disruption.

Based on our review of your documentation and testing results, please find our feedback summarized below:

1. Identification of Important Business Services

[Insert feedback regarding the mapping of services and their criticality to the organization.]

2. Impact Tolerances

[Insert feedback on whether the set thresholds for maximum tolerable disruption are appropriate and measurable.]

3. Scenario Testing Results

[Insert feedback on the effectiveness of stress tests and the ability to recover within timeframes.]

4. Vulnerabilities and Remediation

[Insert details on identified weaknesses and the status of existing action plans.]

Overall Conclusion:

[Insert statement: e.g., Satisfactory / Needs Improvement / Unsatisfactory]

Required Actions:

Please provide a formal response and a timeline for addressing the identified gaps by [Insert Deadline Date].

If you have any questions regarding these findings, please contact the Resilience Oversight Team at [Insert Contact Info].

Sincerely,

[Your Name]
[Your Title]
[Your Department]