Monitoring Pandemic Recovery Task Progress Form

• The progress of pandemic tasks and their linkage to technology and business recovery tasks must be closely monitored during this period of time.

• Since issues experienced by one group could significantly affect other groups, it is important to ensure that each task is adequately resourced and that the efforts required to deal with employee health issues and restore normal business operations have not been underestimated.

Note: A priority sequence must be identified, although, where possible, activities will be carried out simultaneously.

Recovery Tasks (*Order of Priority*)	Person(s) Responsible	Completion Date		Milestones Identified	Other Relevant Information
		Estimated	Actual		
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					