

A PRIMER FOR DISASTER RECOVERY PLANNING IN AN IT ENVIRONMENT

Definition of a Disaster

Identify a Disaster as a Possibility

Secure Top Management Support and Resources

Organize a Plan Development Team

Appoint a Disaster Recovery Coordinator

Conduct Risk and Business Impact Analyses

Identify Data Storage and Recovery Sites Formulate Strategies for System Recovery

Evaluate Alternatives for Disaster Recovery Development

Define Assumptions and Limitations of the Plan

Write the Plan

Develop Primary Procedures for Emergency Response

Write Emergency Management Plan

Designate Disaster Recovery Teams

Develop a Notification Directory

Establish Emergency Operations Center (EOC)

Train Employees

Test the Plan

Maintain the Plan

Invoke the Plan

Manage the Media

Other Resources for Disaster Recovery Literature