

Best Practices for IT Disaster Recovery Planning

Charles Shriver
Independent Consultant

Organization:



- Develop IT Disaster Recovery Plan in conjunction with the Business Continuity Plan
- Obtain Support and Buy-In from senior management in all divisions
- Assign Responsibility and develop a Steering Committee
- Establish Corporate Planning Team – Sponsor, Chair and Support personnel
- Review Business Continuity and previous Disaster Recovery Plans

Analysis and Control:

- Priorities and recovery time objectives for information technology were developed during Business Impact Analysis
- Create detailed procedures, resource requirements, and data restoration plan for the recovery of information technology (networks and required connectivity, desktop/laptops, servers, wireless devices, applications, and data)
- Suggest IT Controls – FMFIA, Sarbanes-Oxley and others, if they do not exist for normal processing or disaster recovery



Implementation and Test:



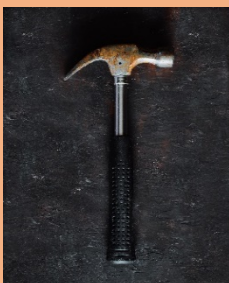
- Implementation
- Test – Business Continuity and IT Disaster Recovery will be tested together
- Metric Gathering

Maintenance and Action

- Train personnel in emergency procedures
- Change Management – develop a process to test, maintain and update the plan
- Scheduled Reviews – ensure that the continuity plan changes and matures with the organization
- Maintain a single master version of the plan and distribution channels for the plan
- Incident Response, Metric Gathering



References:



- <https://www.ready.gov/it-disaster-recovery-plan>
- <https://www.ready.gov/sites/default/files/2020-03/business-continuity-plan.pdf>
- <https://www.ibm.com/docs/en/i/7.4?topic=recovery-disaster-plan>
- https://www.fema.gov/sites/default/files/2020-07/Continuity-Guidance-Circular_031218.pdf
- <https://carrieraccessinc.com/wp-content/uploads/2016/10/Backup-v.-BC-whitepaper.pdf>
- https://www.youtube.com/watch?v=_Jc-782yz2w
- FEMA 'Disaster Recovery for Information Systems' course