# Disaster Recovery Plan – Redback Operations

## Overview

This Disaster Recovery plan (DR Plan) aims to provide a operational handbook to recover data and systems critical to the operation of Redback Operations.

In case of disaster resulting in loss of data or access to any assets/platforms or systems used by Redback Operations, this document should be consulted, and the relevant recovery plan should be actioned.

This plan will cover the recovery of all critical assets and platforms used by Redback Operations.

## Policy Owners

This policy is owned by the company board including directors, mentors and leaders.

Company Board as of Trimester 1 2024

* 1. Company Director = **Daniel Lai**
  2. Company Mentors =
     + **Ben Stephens**
     + **Morgaine Barter**
     + **Ashish Manchanda**
     + **Fatimeh Ansarizadeh**
  3. Company Leaders =
     + **Matt Hollington**
     + **Mehak**

## Key Personnel

Team Leaders must have a copy of this policy as they will act as disaster recovery team leads for their respective projects. In case of recovery of assets owned by Redback Operations, a Company Leader or Mentor is to be chosen as disaster recovery team lead.

Team Leaders as of Trimester 1 2024

1. Project 1 (VR Suncycle & Smart Bike) = Jai Watts

2. Project 2 (Elderly Wearable Tech Sensors) = Aman Kag

3. Project 3 (Athlete Wearable Tech Sensors) = Brendan Kay, Ojasvi Singh

4. Project 4 (Crowd Monitoring & Player Tracking) = Saksham Behal

5. Data Warehousing = Joel Daniel

6. Cyber Security = Joel Daniel

## Assets Covered in this Plan

|  |  |
| --- | --- |
| **Asset/Platform** | **Team** |
| Google Cloud Platform | Redback Operations |
| On-premise Virtual Machine | Redback Operations |
| Smart Bike | Project 1 |
| Sensors | Project 2, Project 3 |

## General Disaster Recovery Procedures

Upon the discovery of any disaster resulting in loss of data or access to the assets defined in this document, the following disaster recovery initiation procedure should immediately commence.

1. Notify Company Leaders
2. Disaster Recovery Lead assigned to relevant asset owner.
3. Disaster Recovery Lead to set up disaster recovery team comprised of relevant stakeholders and representatives from their project/team
4. Disaster Recovery Team to determine scope and degree of disaster including
   1. Assets/Systems affected
   2. Data Lost
   3. Time of disaster
5. Disaster Recovery Lead to distribute disaster recovery plan to all members of team.

## Google Cloud Platform

## On-premise Virtual Machine

## Trello Platform

## Smart Bike

## Sensors