

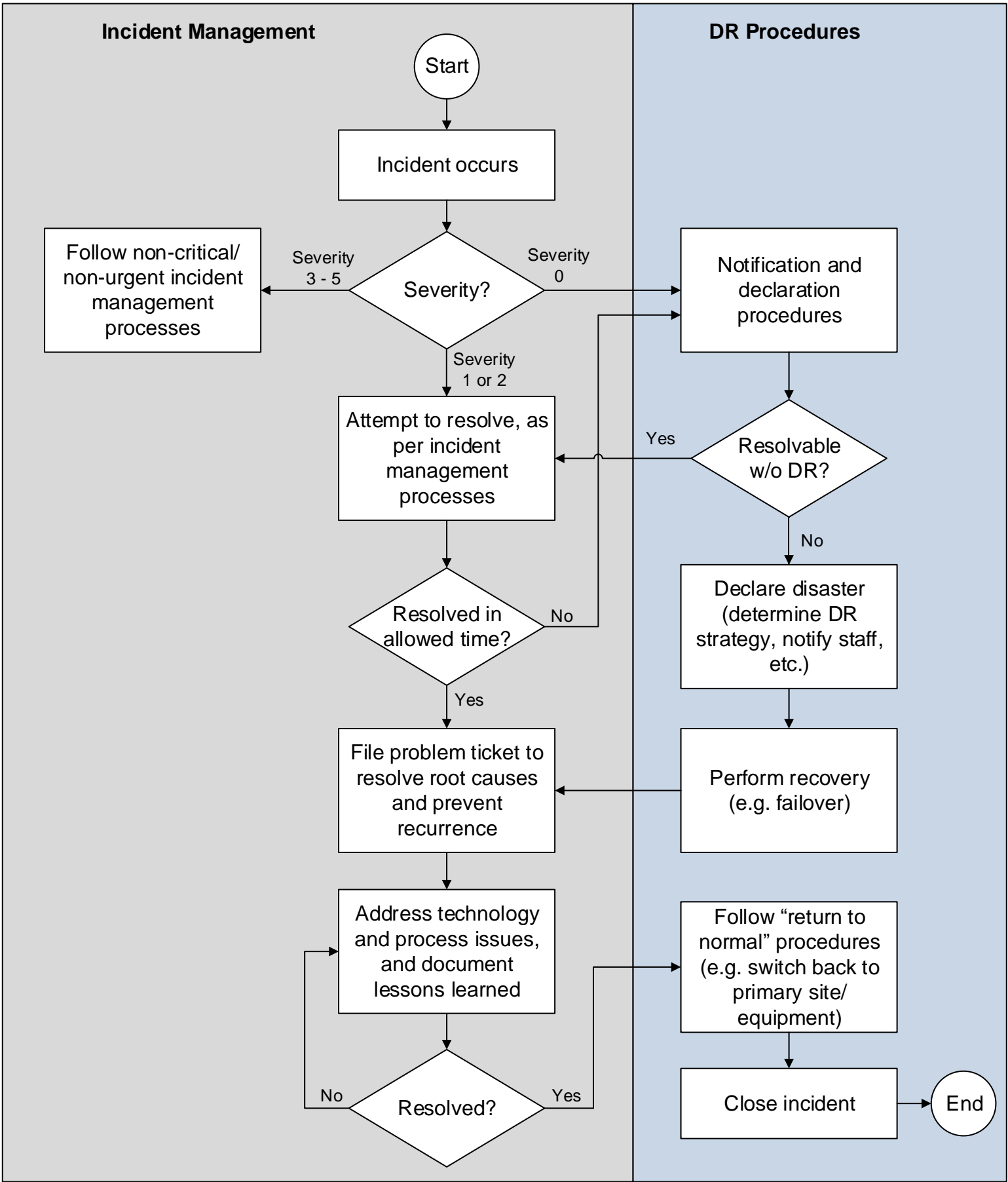
DRP Recovery Workflow Template

Organization Name

Security Level:	Internal	Topic:	DRP
Author:	John Smith, jsmith@example.com	Version #:	0.01
Owner/Approver:	Jane Doe, jdoe@example.com	Version Date:	Feb. 16, 2017
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Comments/Version History:	1.01 – Changed owner/approver 1.02 – Updated “Notification & Declaration”		

EXAMPLE: Integrating Incident Management and DR Procedures

Note: In this context, DR refers to failing over to an alternate location and/or standby systems, whether that is for an isolated incident or site-wide major events. Severity 0 refers to obvious DR scenarios (e.g. fire, flood, natural disaster) that would take you right to the “Notification and Declaration” procedure.



DR Notification, Assessment, and Disaster Declaration Process

Note: The following scenario was used to drive the tabletop planning exercise and produce this flowchart. However, the same workflow can be adapted as needed to any scenario.

Tabletop Planning Scenario:

- Burst water pipe causes site-wide data center damage
- 12:00AM Mon. morning

00:00 – 00:15
Detection and Initial Notification

Note: For an obvious DR scenario (e.g. tornado destroys the data center), many of the interim assessment steps would be bypassed.

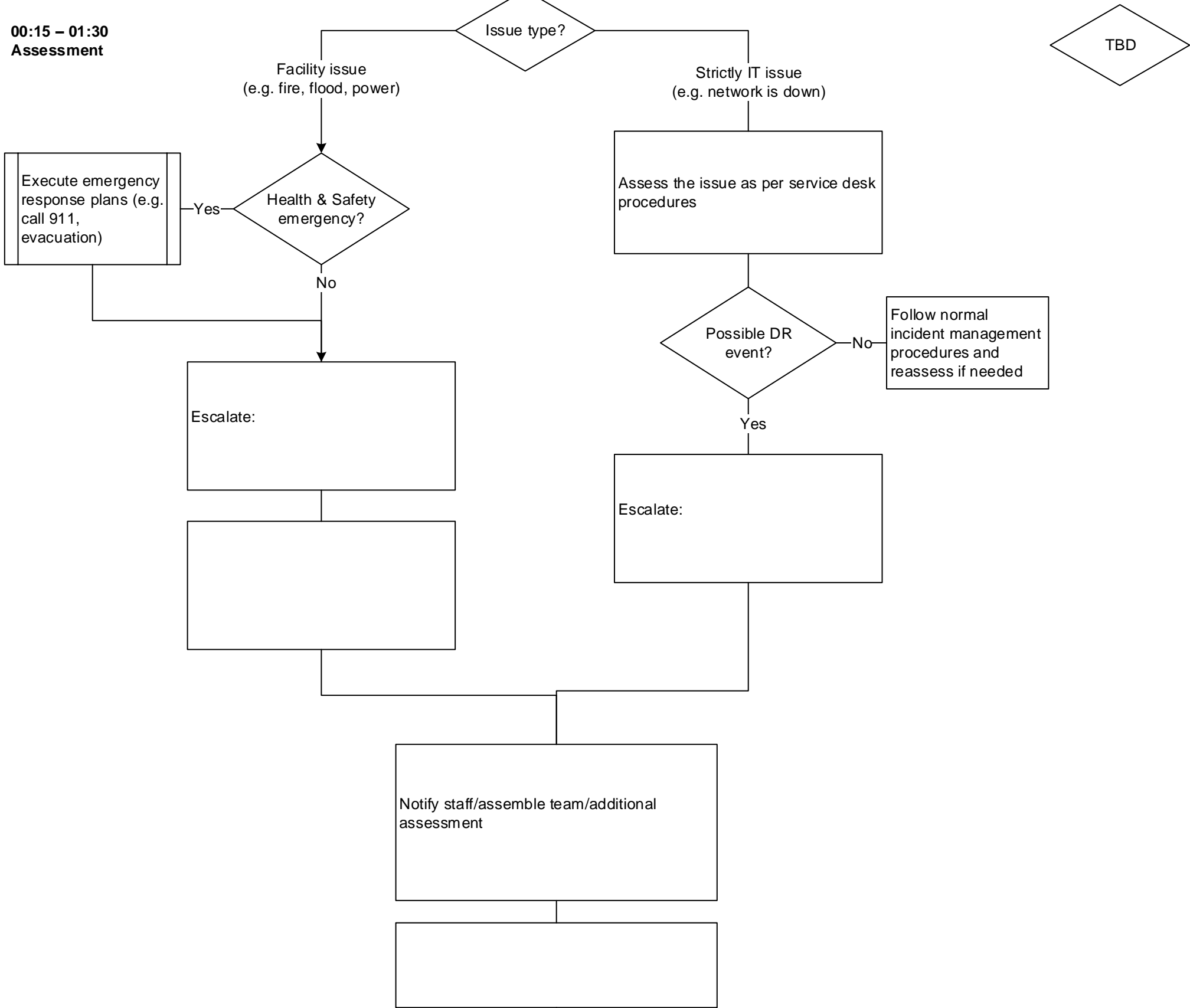
Event detection via system alerts, environmental alerts (e.g. smoke alarms), visual detection, and/or user calls to help desk

White Card:
Process Step

Yellow Card:
Gaps

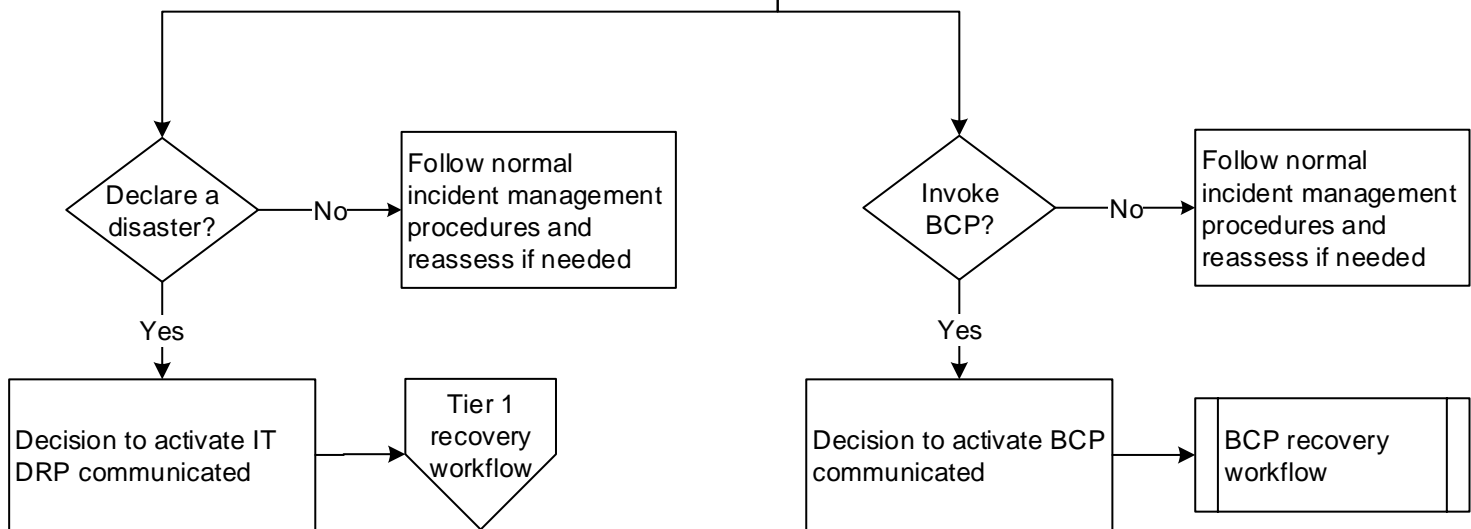
Red Card:
Risks

00:15 – 01:30
Assessment



01:30 – 2:00
Disaster Declaration

Review damage assessment (e.g. severity, expected outage duration, recovery options)



Tier 1 – Recovery Workflow (Failover to DR Site)

Link to
notification,
assessment,
declaration
flow

1: 00:00 – 01:00
TBD

1: 00:00 – 01:00
TBD

1: 00:00 – 01:00
TBD

White Card:
Process
Step

Yellow Card:
Gaps

Red Card:
Risks

TBD

Tier 1 – Recovery Workflow (Failover to DR Site)

