Walkthrough Agenda	
Date/Time:	October 27, 2022, 8:15-8:30pm
Topic:	Data Backup & IT DRP
Attendees:	**Stakeholder Name:** Murat Pierre **Group Members Name:** Cuadros,Genesis; Malik,Iqra Ahmed; Rasheda, Maham

I. Provide an overview of the following process:

Objective: To determine that data integrity is maintained for key interfaces and batch jobs.

Obtain an understanding of the data backup and IT DRP, including:

- Data Backup configuration (how often is data backed up?)
- Data Backup monitoring (Was data backed up correctly?)
- Data Backup encryption (encrypt the data backup)
- IT Disaster Recovery Plan (DRP) (How will you recover the systems?)
  - Business Impact Analysis (BIA) (Identify those systems that need to be recovered)
  - IT DRP testing (Make sure everyone has proper training of what to do in a disaster)
  - Training personnel on IT DRP (Have staff members been trained on what to do if a disaster takes place?)

II. Next Steps