

# Disaster Recovery and Business Continuity

## Business Continuity Plan (BCP)

### **Maintaining business continuity**

- Problems always occur in any organisation no matter how well-run it might be
- Problems will adversely affect the operational capability in some way.
- How to maintain normal operations as effectively as possible whilst resolving the issue?

## Business Continuity Plan (BCP)

**Availability of information is critical for normal operation**

- What if problems arise that are so major or significant that normal operations are damaged or disrupted?
- Requires Disaster Recovery (DR) to plan for prioritizing major issues, and maintaining information assurance.

## Disaster Recovery (DR)

**A contingency plan that addresses how to act in a significantly different manner, based on some major problem**

- Restoration of 'normal operations' may be a long or short term issue.
- It is also possible that 'normal operations' never resume, and that the DR becomes the new normal.

## Disaster Recovery (DR)

**Risk assessment and business impact analysis are key for Disaster Recovery**

- If the impact of any specific element is so severe that it significantly increases the likelihood of not being able to operate effectively ever again, then this must be anticipated and appropriate plans developed.

## BCP vs DR

**Difference between BCP and DR is the scale of the plans invoked in any specific situation.**

If the plan calls for minor adjustments to normal working practices or a comparatively small change in normal operations, then this should form part of the BCP.

DR is generally focused on contingency planning for ICT systems, and may be part of a larger BCP.

## BCP vs DR

The distinction between DR and BCP in each operational environment is fundamental to the way in which they are treated.

The operational environment in which the company works must be one of the most important factors to consider when looking at the possible outlay on DR and BCP.

## Writing and Implementing Plans

The first step will be to ensure that the risk assessment has been completed effectively, considering all those 'unlikely' events.

As a result of a specific event occurring, those in charge would need to decide which aspects, if any, of the DR plan should be implemented (what is known as the invocation decision) and to what degree.

This will be determined by the magnitude of the problem, the anticipated duration of the problem and the impact on normal business operations.



## Writing and Implementing Plans

It is good practice to involve a number of key staff members in a workshop to determine what event would really have a major effect on their work.

Making the plans available for use as and when required requires some considerable and detailed planning.

The implementation needs to be accompanied by a significant awareness and education program to ensure that all staff are fully aware of the plans, as they affect them, and what actions they need to take in the event of an issue arising.

## Compliance with Standards

BS 25999-1:2006 Business  
Continuity Management  
Code of Practice

BS 25999-2:2007 Business  
Continuity Management  
Specification

Superseded by:

- BS ISO22301:2012 (Societal security – Business Continuity Management Systems - Requirements)
- BS ISO22313:2012 (Societal security – Business Continuity Management Systems - Guidance)

## Recap

- What is a Business Continuity Plan?
- What is a Disaster Recovery plan?
- How do we write and implement such plans?
- How do these relate to risk assessment?
- How do these relate to International Standards?

## Coursework

- Reminder: Report submission
  - Thursday by 2pm via Blackboard!
- Presentation timetable is now available on Blackboard