



Guideline for DRP/FRP Documentations V1.1

Revision History

Date	Version	Description	Author
03 May 2018	V1.0	Draft	Amor O. Tupe
03 May 2018	V1.10	Issued for review	Amor O. Tupe
22 May 2018	V1.12	Added Attestation Guidelines for Service Providers	Amor O. Tupe

Distribution List

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1. Introduction

The overall purpose of this guideline is to support (OLG's) Disaster Recovery Policy (POLICY # : FP-04-06-001).

2. Instructions and Templates for DRP and FRP Documentation.

- [Disaster Recovery Planning Link](#) (Instruction Manual, and Templates)
- [Failure Response Planning Link](#) (Instruction Manual, and Templates)
- [DRP Attestation Guidelines for Multi-sourcing](#)
- [DRP Testing Guide for Gaming Service Providers](#)
- [DRP Application Profile Guide](#)

3. Location of Published DRP – FRP Documents

(Authorized Users Only)

- [Lotus Notes DRP FRP Repository](#)
- [OLG Crisis Notification Link via ERMS](#)

4. Current Inventory of Critical Information Systems

- Readiness Report :
- IT Master DRP:
- IT Crisis Response:
- Currency of DRP Agreements and documents.
 - All 3rd party vendors providing DRP services must review and test their DRP annually (or as per contract agreement). Vendor compliance is the responsibility of the OLG Service Delivery Managers/Product Managers and all those with Vendor Management responsibilities. Evidence collection guidelines can be found in the DRP Attestation Guidelines for Multi-sourcing (located on insideolg). ([DRP Attestation Guidelines for Multi-sourcing](#))
 - OLG Supported systems DRP must be reviewed / tested regularly or as required.
 - OLG Supported FRP Documents must reviewed / tested regularly or as required

5. RELATED POLICIES, PROCEDURES, GUIDELINES and STANDARDS

- FP-11-02-001 - [Business Continuity Management](#)
- FP-04-06-001 - [Disaster Recovery Management](#)
- FP-04-06-002 - [Structured Data Backup & Restoration Verification](#)
- FP-04-09-003- [IT Incident Management](#)
- FP-04-09-004 - [IT Change Management](#)
- [SDLC Process Guide & Standards](#)
- [Service Level Requirement Link](#)
- [IT Service \(SLA\) Template](#)

6. Service Continuity Project Lifecycle



Service Continuity
Project Lifecycle (8-J)

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