CDRE - Certified Disaster Recovery Engineer

Chapter 6 - Implementation Phase

WORKBOOK

Implementation Phase

Chapter 6

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Slide 2

Course Outline

Chapter 0 – Introduction

Chapter 1 – Welcome to Business Continuity & Disaster Recovery Training

Chapter 2 – Business Impact and Risk Analysis

Chapter 3 – BCP and DRP Design

Chapter 4 – IT Recovery Strategies

Chapter 5 – IT Resiliency

Chapter 6 – Implementation Phase

Chapter 7 – Testing and Exercise Phase

Chapter 8 – Maintenance and Execution

Chapter 9 – Pandemics

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Slide 3

BCP Planning Model

Project initiation phase

Functional requirements phase

Design & development phase

Implementation phase

Testing & exercise phase

Maintenance & updating phase

Execution phase

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Chapter 6 Topics
What Are We Covering?

Implementation Phase

- **Assign responsibility for implementation**
- **Gain consensus on BCP / DRP**
- **Determine cost estimate procedures**
- **Acquire management approval and funding (budget)**
- **Procure the necessary facilities & services: hardware, software, and communications, etc..**
- **Install & configure recovery site infrastructure**
- **Produce detailed process documentation**
- **Implement operational changes & Change Control Management**

Awareness and Training

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BCP Planning Phases - Implementation Phase

Section 1

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Slide 6

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Slide 8

Determine Cost Estimates

Calculate costs of process development, documentation, and operational changes

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Procure costs estimates for hardware, software, & services, define capital budget

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Determine annual operational costs of DR infrastructure and services

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Estimate costs of emergency services and resources

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Slide 9

Management Approval and Funding

Present management with a BCP with acceptable scope, clear risk identification and mitigation, business supported solutions, detailed capital & operational cost estimates, and implementation timelines

Provide a message of assurance, standardization, clarity, organization and control

Be prepared to offer alternative solutions (greater or less RTO capabilities, modular plan (increase / decrease scope)

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Slide 10

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Slide 11

Detailed Documentation

Business process details – who, what, when, & where

Updated contact information

IT procedures

- **General recovery site / services documentation**
- **Core technology recovery documentation (O/S, databases, middleware, networks, etc..)**
- **Applications recovery documentation (start / stop, verify)**
- **Applications / Data Recovery order ("cookbook" step by step)**
- **Designed w/o dependencies on any specific person, can be handed off to other internal staff or outside consultants**

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Slide 12

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Slide 13

Procure Facilities & Services

Requirements, configurations, and costs were determined in the planning phase

Execute contracts to procure or build recovery site facility

Execute contract for recovery site services

Order network services & equipment

Order server & storage equipment, other logistics

Schedule installations

Purchase business managed solutions for process recovery

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BCP Planning Phases - Awareness and Training

Section 2

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Awareness & Training

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Cyber Security Certifications

Difference between awareness and training

- Awareness is knowing or reality
- Awareness implies you have knowledge of something through alertness or observing what you see, hear, feel, etc.
- Training is a formal process or method
- Train – to instruct as to make proficient or qualified

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Slide 16

Awareness & Training

Elements of Awareness and Training Program

- **Components of business continuity plan**
- **Why a business continuity plan is important**
- **Who are the business continuity plan coordinators**
- **Where BCP information can be found**
- **When the BCP is exercised / invoked**
- **How the BCP is exercised / invoked**

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Awareness

Establish Awareness Program

- **Importance of an awareness program**
- **Benefits of an awareness program**
- **Critical success factors**
- **Getting started**
- **Identifying the audiences**
  - **General**
  - **Employees of critical services**
  - **Key contacts**
- **Develop a strategy**
- **Make it dynamic and interesting**

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Slide 18

Training

Establish a Training Program

- **Types of training**
  - **In house**
    - **Internal training department**
  - **External**
    - **Professional associations**
    - **Consultants**
    - **Conferences**
  - **Computer-based**
  - **Cross-training**

Use BCP Testing outcomes for Training

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End of Chapter 6

Moving Forward

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Questions

and

Answers

Review Questions:

1. Business Continuity Awareness is:
   A. Knowing or reality
   B. A formal process or method

2. When assessing the level of Business Continuity Planning and Disaster Recovery Planning awareness and training which one of the following is true?
   A. The level of awareness is constantly changing
   B. The Risk Management program will have a negative effect on awareness
   C. The level of awareness remains the same
   D. The awareness and training are mapped directly to the Business Impact Analysis

3. Business Continuity and Disaster Recovery awareness session should be addressed to:
   A. Management
   B. Recovery Team Leaders
   C. All employees
   D. Business Continuity Coordinator(s)

4. Which topics are covered in a BCP Awareness and Training program?
   A. Components of a BCP
   B. Why a BCP is important
   C. Who are the BCP coordinators
   D. Where BCP information can be found
   E. When and how is the BCP exercised and invoked
   F. All of the above

5. Success characteristics of testing a plan for the first time, is to:
   A. Start small and then expand the scope
   B. Test the recovery of all the critical business functions and services
   C. Test the IT recovery (e.g. Local Area Network)
   D. Conduct a parallel test

Answer Key:

1. A

   Business continuity awareness is knowing or reality.

2. A

   When assessing the level of Business Continuity Planning and Disaster Recovery Planning awareness and training the level of awareness is constantly changing.

3. C

   Business Continuity and Disaster Recovery awareness session should be addressed to all employees.

4. F

   All of the above topics are covered in a BCP awareness and training program.

5. A

   Success characteristics of testing a plan for the first time, is to start small and then expand the scope.