

THE PLANNING PROCESS

Off-Site Disaster Data Storage

- To get these types of sites up and running quickly, the organization must have the ability to port data into the new site's systems like ...
 - Electronic vaulting - The bulk batch-transfer of data to an off-site facility.
 - Remote Journaling - The transfer of live transactions to an off-site facility; only transactions are transferred not archived data, and the transfer is real-time.
 - Database shadowing - Not only processing duplicate real-time data storage, but also duplicates the databases at the remote site to multiple servers.

The Planning Document

Establish responsibility for managing the document, typically the security administrator
Appoint a secretary to document the activities and results of the planning session(s)
Independent incident response and disaster recovery teams are formed, with a common
planning committee Outline the roles and responsibilities for each team member Develop the
alert roster and lists of critical agencies Identify and prioritize threats to the organization's
information and information systems

The Planning Process

There are six steps in the Contingency Planning process:

- Identifying the mission- or business-critical functions
- Identifying the resources that support the critical functions
- Anticipating potential contingencies or disasters
- Testing and revising the strategy
- Selecting contingency planning strategies
- Implementing the contingency strategies

Using the Plan

During the incident

After the incident

Before the incident

Contingency Plan Format

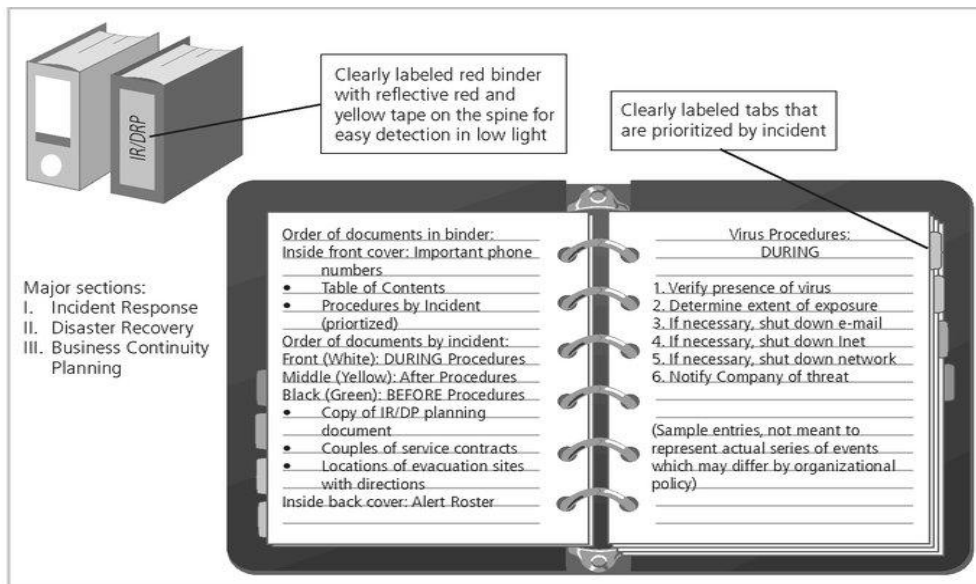


FIGURE 7-5 Contingency Plan Format

Law Enforcement Involvement

- When the incident at hand constitutes a violation of law the organization may determine that involving law enforcement is necessary
- There are several questions, which must then be answered:
 - When should the organization get law enforcement involved?
 - What level of law enforcement agency should be involved: local, state, or federal?
 - What will happen when the law enforcement agency is involved?