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Disaster Recovery Plan

Potential Aspect	Potential Impact	Controls
Material supplier closes /	Lack of raw material	Minimum dual sourcing is practiced, except where
ceases supply		client specified / approved raw material is only
		available from one source.
Tooling supplier closes /	Lack of tooling / tooling	Minimum dual sourcing is practiced.
ceases supply	repairs	
Equipment / machine	Loss of capacity	All equipment fully maintained.
breakdowns		All equipment functionality duplicated or provision available via subcontractors.
		Computers and printers covered by on site
		duplication. Hot-desking functionality as standard.
Van breakdown, damage	Delivery / collections	Use of 3 rd party couriers.
or stolen	could suffer	Van hire.
Flood	Damage to building /	Dudley is on a hill, hence flooding very unlikely.
11000	plant and equipment	budies is on a find, hence recounting very antikety.
Snow and ice	Delivery vehicles / forklift	Snow clearing and spreading rock salt is carried out
	may find it difficult to	to maintain access.
	negotiate driveway slope	
Fire	Plant, equipment, WIP	We have three separate factory buildings plus an
	and raw materials stocks	administration block.
	could be destroyed	Adequate, well maintained fire extinguishers are
		available.
		All major plant is fully itemised with current
		replacement suppliers and lead times.
		Business Interruption Insurance in place to permit
		outsourcing if necessary until replacement
		buildings and plant are in place.
Power interruption	Production would be	Unlikely to be more than 1 day. Extra shifts would
VOID about systems	halted	be worked to recover.
VOIP phone system provider failure	External communication	Phone calls automatically diverted to mobile
Internet connection	disrupted External communication	phones. Incoming mail can be monitored at ISP (outgoing
failure	disrupted	mail halted temporarily).
Tallule	distapted	Phone calls automatically diverted to mobile
		phones.
		SLA of fix within 24 hours.
		4G replacement router on site.
Server failure / power	IT resources interrupted,	All servers / switches covered by APC Smart-UPS.
failure	ERP and mail out of action	Minimum one hour cover.
		All data held on RAID arrays with minimum one
		drive failure (spare drives kept on-site).
		All servers with dual redundant PSU's and
		processors (spares held on-site).
		Full BMR backups taken three times daily to
		different backup stores at different locations
		(including off-site).
		All servers with off-site identical pre-configured
		replacements.
		Total physical loss (hardware and software)
		recovery less than 24 hours.