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The Ultimate Disaster Recovery Checklist

STAY ONE STEP AHEAD OF POTENTIAL DISASTERS

Prepare yourself before disaster strikes. When it comes to data backup and disaster recovery, being prepared for potential disasters is a critical element of keeping your business running.

It's important to have a disaster recovery solution you trust, and equally important to test that solution thoroughly.

Keep this checklist on hand to help you achieve the appropriate disaster recovery solution.

Prior to a disaster ever occurring (and unfortunately it's a matter of *when* disaster will strike and not if) ask yourself the following:

- Do you have a disaster recovery solution in place?
- If so, do you trust it?
- When was the last time your disaster recovery solution was tested?
- How long does it take to fully recover from a disaster with your current backup solution?
- How long can you realistically be down? 1 hour? 1 day?
- What is the financial cost of downtime to your business?
- When a physical disaster occurs, is there an offsite copy of your data that can be restored?

❏ **1. Assess the problem and its impact on your business**

Every disaster is different. Before doing anything, understand the underlying issue and how it may affect you.

- Is the issue local to one machine, or does it affect your entire system?
- Have files been deleted or are servers/workstations down?

❏ **2. Establish recovery goals**

Recovery is what makes a disaster recovery solution different from a simple backup product. Plan out your road to recovery.

- Restore the system, the data, or both? Should time be spent recovering files and folders before system recovery?
- Identify critical systems and prioritize recovery tasks.
- What date/time should you recover from?
- How long can your recovery take?

❏ **3. Select the appropriate recovery type(s)**

To get to your "road to recovery", the appropriate recovery procedure must be followed. Think about which approach will best get you to your end goal.

- File restore. *OR*
- Local virtualization. *OR*
- Off-site virtualization.

❏ **4. Verify the recovery and confirm functionality with users**

Once a recovery is verified, confirm that it interacts positively with users.

- Test network connectivity.
- Ensure all users can access resources and applications in the virtual environment.

❏ **5. Restore the original system(s), if needed**

If the original system(s) needs to be restored, decide which restoration process will work best.

- Bare metal restore. *OR*
- Virtual machine restore.

❏ **6. Self-assess afterwards**

After it's all said and done, take a step back and think about it: How well did your team do?
What could you have done differently?

- What precipitated the failure?
- What ongoing issues need to addressed?
- What can be done better in future disaster recovery scenarios?

We hope this checklist provides you with a structured approach to disaster recovery. While we hope you never experience a data loss event, they do occur and we want you to be prepared. If you are looking for a new disaster recovery plan or you would like your current plan tested, we would be happy to provide you with a **FREE disaster recovery analysis.** One of our expert consultants will analyze your risks and let you know if your current solution is effective. If you do not have a plan in place, we will review your existing IT environment and suggest a solution that will meet your precise needs and budget.

At **Exigent,** we take the time to understand your needs, then design IT solutions that help you meet your business goals. We have experts on staff, and we offer a broad range of services, including IT consulting, turn-key cloud solutions with local support, IT managed services, and software development, to the New York/New Jersey Metropolitan area. Exigent Technologies is ranked as one of the top IT Managed Services providers in the world and has been on the MSPmentor 501 list for three years. Find out how we can help your organization.
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