



12 Step Disaster Recovery Checklist for your IT Department

Checklist to become Disaster-ready

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Creating a [Disaster Recovery plan](#) for your business can easily become overwhelming. Here is a [checklist](#) to make sure you integrate every important step into your Disaster Recovery.

Assessment

- Identify critical business processes**
Determine used IT-services & applications in business process
- Define risks**
Check risks that could cause outages of critical IT services & applications
- Prioritize business processes for Disaster Recovery planning**
Check which business processes must first to be recovered during a disaster

Planning & Implementation

- Define Recovery Time Objectives (RTO)**
How quickly can your business recover after data loss?
- Define high availability mode**
- Define Recovery Point Objective (RPO)**
How frequently do you perform a data backup?
- Check if your business requires a second data center in a remote location**
- Define replication mode**
- Check your process of declaring a full disaster failover mode**

Document, share & test

- Create runbook**
Document & define recovery procedures for each business process
Determine people in charge for recovery tasks
- Update the DR Plan runbook**
Do regular updates of changes /processes /new personnel
- Training/ testing exercises of DR plan execution**

Wish to take your Disaster Recovery to the next level?

IDR Manager lets you document all DR technical recovery steps in a user-friendly interface and gives you a quick overview of all critical IT services and its dependencies.

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