# Business Continuity and Disaster Recovery Management

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<th>Service Name</th>
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<td>Description</td>
<td>This service supports business continuity management functions by ensuring that ITS services can be recovered in the event of a major business disruption within required timescales.</td>
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<td>Eligibility</td>
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| How to Request Service        | • Approved Work Requests  
                                  • Formal invocation requests from the IT Service Center or authorized IT executive  
                                  • Approved continuity test schedules and operational procedures |
| Availability                  | • Business Critical - Availability target is 24X7X365 except for scheduled maintenance, holidays or acts of nature or dependent party outages, or seasonal services. System redundancy and Full On-call engineer support is available with 4 hour after-hours response target. Full Support Center Service request schedule is available.  
                                  • In the event of an emergency, designated services are made available from an alternate remote back-up data center location. |
| Charges                       | There are no charges for this service. |
| Service Line                  | Systems and Networks |
| Features                      | • Identify service continuity requirements based on business continuity plans.  
                                  • Coordinate classification and priority of recovery events and activities based on provided priorities from the business.  
                                  • Conduct service continuity risk assessments.  
                                  • Develop service continuity recovery strategies and approaches.  
                                  • Develop and maintain service continuity plans.  
                                  • Test service continuity plans.  
                                  • Implement and coordinate training and communications for service continuity plans, actions, roles, responsibilities and overall awareness.  
                                  • Conduct reviews and audits of service continuity plans and report results to management.  
                                  • Provide information on costs and cost alternatives for continuity strategies.  
                                  • Review proposed and pending infrastructure changes to ensure they do not compromise continuity plans and strategies. |
| Owner                         | Dexter Caldwell |
| Pre-requisites                | Functioning Internet connection either on campus or the Asheville Recovery site. |
| VP Customer                   | Vice President of Finance and Administration |
| Delivery Channels             | • Completed work requests  
                                  • Offsite operational location  
                                  • Published service continuity plans and strategies  
                                  • Service continuity risk assessments  
                                  • Consulting support |
| Service Targets               | • In the event of a disaster Business critical services routed to the off-campus site within 24 hours  
                                  • Annual test of DR site capabilities for each designated DR component |