

"We unleash the potential of people."

# Disaster Recovery

## Business Continuity and Disaster Recovery:

The size and scope of developing and implementing Business Continuity and Disaster Recovery plans are often underestimated, resulting in insufficient staffing, funding, time allocation and resources. In the event of a declared disaster, response teams are often comprised of personnel who did not participate in the plan development and have little or no experience with disaster management. Often, sufficient effort and funding allocations are not made to properly mitigate risks to limit potential damage to life, property, and system operations. It is frequently discovered too late, that the plan in place fails to adequately address the disaster unfolding before, the equipment and supplies needed and the personnel appropriate to the response. A lack of interoperable communications systems and information sharing protocols magnify the situation, as those involved are unable to receive adequate situational awareness, required interagency information, and lack the ability to direct those in the field. The apparent planned response now becomes an ad hoc response.

"Minimize the learning curve. Maximize the impact."

MMS has programs pertaining to:

- Project Initiation and Management;
- Risk Assessment and Mitigation;
- Business Impact Analysis;
- Emergency Response and Operations;
- Business Contingency and Strategies and Plans;
- Awareness and Training Programs;
- Exercise Drills and Maintenance;
- Public Relations and Crisis Coordination;
- Coordination between Public and Private Sectors.

## Planning and Methodology for Business Continuity:



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888.454.0540 · 818.994.5400 · 818.994.3670 fax · info@mmsgov.com  
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# Business Continuity and Disaster Recovery

Milli Micro Systems, Inc. (MMS), based in Los Angeles, California, provides advanced information systems, technical training and innovative solutions through specialized project management for various departments of the Government. With its areas of expertise ranging from disaster recovery, specialized training and logistical support, MMS incorporates the most prevailing concepts of information systems to form a solid base of transparency and accountability. MMS acknowledges that success of a program can only be gained with the efforts of not just the project manager but also the client that is involved. MMS not only caters each of its programs to fit the needs of its clients, but also follows through with its clients on all its program needs. Having a highly competent and specialized staff enable a mutually beneficial partnership to develop where MMS works alongside its clients to form a solid base of transparency and accountability.



If Disaster Occurs:

## Planning and Methodology for Disaster Recovery:

Part I Assessment and Remediation (Review current plans, Conduct on-site evaluations, Identify Shortcomings & make recommendations);

Part II Establish Standards for Disaster Recovery Plans (Create Standards Document that addresses-preparedness, perform an executive business impact analysis, risk assessment and mitigation, response and operational recovery);

Part III Develop Disaster Recovery Strategies (Data Backup Storage and Redundancy, Physical site evaluation including environmental impact, crisis communication, coordination between public & private sectors, prepare remediation roll-out plans, redundancy planning, Recovery facilities and full restoration of services to primary site, updating of all systems documentation, standard operating procedures, policy documents, and communication plans among others);

Part IV Testing (Implement Disaster Recovery Strategies Document Continuity of Operations Plan; Phased planning that allows for partial testing as well as full enterprise testing; Personnel Awareness & Training Program, Practical Exercises and Drills).

## Planning and Methodology for Business Continuity:

Part I Project Initiation Phase (Objectives and Assumptions; Define Business Continuity Policies);

Part II Requirements Phase (Fact Gathering, Decisions by Management, Risk Analysis, Business Impact Analysis (BIA), Cost-Benefit Analysis and Strategies);

Part III Design and Development Phase (Scope/Objectives, Business Recovery Responsibilities, Critical Plan Components, Execution Plan based on various scenarios, Vital Records and Off-Site Storage Program, Data Loss Limitations);

Part IV Implementation Phase (Emergency Response Produces, Crisis Management, Emergency Response Linkage to Business Recovery, Contracts and Purchase of Recovery Resources);

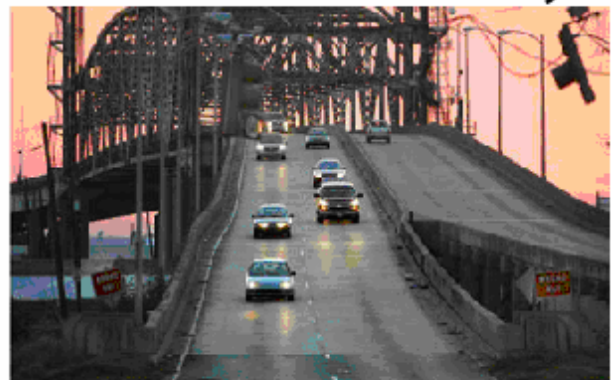
Part V Testing and Exercising Phase (Post Implementation Plan and Review);

Part VI Maintenance and Updating Phase (Schedules and Budgets for Update and Maintenance Activities, Software Tools for Update and Maintenance, Review Criteria, Program Status, Plan Distribution and Security).

## Disaster Recovery



## Business Continuity



14640 Victory Blvd., #212 Van Nuys, CA 91411

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