

Disaster and Business Recovery Planning

Businesses of all sizes can benefit from thinking about and creating a plan to help them through a disaster.

Crucial areas of Disaster Recovery planning for your business:

1. Systems (i.e. Secure Data Backup, inventory affected systems)
2. Services (i.e. Inventory what is affected and what is still operational)
3. Staff (i.e. Once staff are accounted for, Identify Key Disaster Recovery Team)
4. Suppliers (i.e. what supplier orders needs to be added, cancelled, postponed or adjusted)
5. Sites (i.e. Which sites are affected? Choose an offsite location to regroup)
6. Communication (i.e. what needs to be communicated and to who: Customers, Staff, Suppliers, Public, or Others)

Consider planning for some of the potential disasters that your business may face including:

1. **Hardware failure**

One of the most disruptive disasters that can strike a small business at any time is hardware failure. Failed hardware leads to downtime and lost productivity, both of which can cost small businesses dearly. Ensuring data is secured off-site or in the cloud can ensure that information is not lost.

2. **Software corruption**

Corruption of the server's operating system or damage to line-of-business applications that run on the server, could lead to significant downtime. Software corruption could severely disrupt small businesses that do not have a backup and disaster recovery solution in place.

3. **Cyber-attacks**

Viruses, worms, Trojans, ransomware - forms of malware can wreak serious havoc on small businesses. If you haven't dealt with this yet, odds are you will. The consequences stemming from cyber-attacks – such as data theft, data corruption, and permanent data deletion — can seriously affect businesses and their customers. Protect yourself with a firewall and security software as a first step and include a plan in your business continuity strategy.

4. **Power outages**

Blackouts, power shortages, and other power-related issues are not as uncommon as many businesses think. Electrical issues are real — and they can be costly.

5. **Natural or site-wide disasters**

Natural disasters, such as include tornadoes, earthquakes, and hurricanes, can cripple small businesses. Even more threatening are fires, floods, and other common catastrophes that can occur regardless of a particular geographic location's propensity toward certain natural disasters. Since these disasters and catastrophes almost always lead to site-wide damage, small businesses with only one or two locations are especially vulnerable. No amount of money spent can prevent site-wide and natural disasters from occurring; the only recourse for businesses affected by these calamities is to get back up and running as soon as possible after they happen.

6. **Global Pandemic**

While we once thought this was something that could never happen, COVID-19 has proven that plans need to be made and maintained to address concerns for global health issues affecting businesses. Visit the Canadian Centre for Occupational Health & Safety – [Business Continuity Plan for Flu & Infection Disease](#)

Sources: www2.lammtech.com

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