Start Your Disaster Recovery Plan TODAY!

Scott Teel, VP - Marketing & Education, Agility Recovery

For copies of the slides presented during today’s session, please visit: http://agil.me/startplantoday
1. The Reality of Disasters
2. The Priorities when Planning
3. How and Where to Start Quickly and Effectively
4. Next Steps...
5. Q&A
1. The Reality of Disasters

Start Your DR Plan Today!
- United States: 45 Presidentially Declared Disasters, Affecting 32 states, territories and tribal regions
- 10 U.S. disasters causing over $1 Billion in Damage
  - Caused 155 fatalities
  - Result of 5 distinct disaster types (typical is 3-4)

Historical Averages:
- 1980-2015 Average is 5.2 “$1+ Billion events” per year
- 2011-2015 Average is 10.8 “$1+ Billion events” per year

* Data as of January 6, 2016
2015 Federally Declared Disasters

45 Total Disaster Declarations (FEMA.gov)

* Declarations as of January 6, 2016

Source: https://www.fema.gov/disasters/grid/year
2015 Billion Dollar Disasters
Estimated Billion Dollar Disasters in the United States

1. February - Central & Eastern Winter Storm (19 States, Boston alone $1 Billion +)
2. April - Midwest Ohio Valley Severe Weather (16 States)
3. April - South/Southeast Severe Weather (12 States)
4. May - Southern Plains Tornadoes (7 States)
5. May - TX & OK Flood & Severe Weather
6. June - Central & Northeast Severe Weather (12 States)
7. October - SC & Southeast Flooding
8. Summer/Fall - West & Alaskan Wildfires (8 States)
9. December - Midwest Tornadoes & Flooding (6 States)
10. 2015 - Western Drought (8 States)

* Data as of January 8, 2015 – Source: https://www.ncdc.noaa.gov/billions/events

2015 Billion Dollar Disasters
Agility Disaster Events – Categorized by Type

<table>
<thead>
<tr>
<th>Interruption Type</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Isolated</td>
<td>254</td>
</tr>
<tr>
<td>Winter Storm</td>
<td>163</td>
</tr>
<tr>
<td>Hurricane</td>
<td>105</td>
</tr>
<tr>
<td>Severe Weather</td>
<td>31</td>
</tr>
<tr>
<td>Thunderstorm</td>
<td>27</td>
</tr>
<tr>
<td>Flood</td>
<td>15</td>
</tr>
<tr>
<td>Fire</td>
<td>12</td>
</tr>
<tr>
<td>Ice Storm</td>
<td>11</td>
</tr>
<tr>
<td>Tornado</td>
<td>10</td>
</tr>
<tr>
<td>Wildfire</td>
<td>3</td>
</tr>
<tr>
<td>Earthquake</td>
<td>2</td>
</tr>
<tr>
<td>Planned Event</td>
<td>2</td>
</tr>
<tr>
<td>Power Outage</td>
<td>2</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>637</strong></td>
</tr>
</tbody>
</table>

Disaster Events

Isolated Events 40%
Agility Disaster Events
Categorized by Recovery Element

Disaster Events
Top Risks to Business

NFIB RESEARCH FOUNDATION REPORT

1. Power Loss
2. Loss of Sales & Customers
3. Length of Recovery
4. Uninsured Loss - for continuing operations
5. Uninsured Loss - for destruction of physical property
2. The Priorities When Planning

Start Your DR Plan Today!
The Priorities when Planning

- Safety
- Taking Action NOW
- Leadership Support
- Threats/Risks
- Critical Business Functions
- Communications
- Data Backup
- Avoiding Unnecessary Complication
- Exercising the Plan
Take Action NOW

From today’s session, we challenge each of you to implement or improve a single element of your plan today.

Start Your Disaster Recovery Plan TODAY!
3. How and Where to Start Quickly and Efficiently

Start Your DR Plan Today!
Ensuring Safety: Initial Steps

- First Aid Kits
  - Install, Update, Resupply
- CPR Training
  - Entire company!
- Fire Safety
  - Hazard Awareness, Fire Extinguishers
- Evacuation Planning
  - Building Evac, Area Evac, etc.
- Shelter in Place Training
  - Earthquake, Tornado, Active Shooter
Gaining Leadership Support: Initial Steps

• Focus on Fundamentals
  • Start Simple, keep costs down, stress the need for a physical recovery location
• Demonstrate the Need
  • Establish the Risks & Rewards
  • Roughly estimate cost of downtime, potential loss of revenue & customers
• Establish Required Resources
• Reinforce the Competitive Advantage
Form a Team

Setting Up A Team: Steps for Success

Don’t Attempt this Yourself
- Not enough time, resources or expertise
- Probably not your primary responsibility

Benefits of a Team
- Gain multiple perspectives
- Accountability in numbers
- Best chances for completing the plan

Aspects of a Strong Team
- Establish a chairperson
- Representation from key departments
- Direct line to management
Communications Plan: Initial Steps

- Phone Lists
  - Complete, Updated, Comprehensive
- Backup Email/Phone
- Employee personal phone/email
- Emergency contact phone/email
- Text Messaging
- Develop Policy & Practice
- Alert Notification System
- Free Weather Alerts, Company-wide system
- Call-in Recording System
- Social Network platform or Group

www.PrepareMyBusiness.org
Assemble Office Emergency Kit: Initial Steps

- Important Records
  - Insurance Policies, Fixed Asset Inventory, Contracts, Recovery Plan & Checklists
- Operating System Install Disks
- Licensing Keys/Passwords
- Letterhead
- Office Supplies
- Mobile Phone Chargers and Extra Batteries
- Cash is King!

www.PrepareMyBusiness.org
Data Backup: Initial Steps

- Assumption: Everyone Backs Up Data
  - But has it been tested, audited, restored?
- Automate Daily
  - Don’t rely on memory or good habits
- Location Matters
  - Multiple sites, hardened locations
- Test Regularly
  - From home, from secondary location, via multiple data channels
Exercise Your Plan: Initial Steps

- Conduct a “Table Top Test” or “Desktop Exercise”
  - Involve all departments
  - Develop a scenario with unexpected, creative “twists”
  - Don’t be afraid of “pass/fail”, the point is to test the limits and improve the plan
- Involve outside suppliers, vendors and partners
- Keep a running log of all activities and questions/concerns
- Conduct a “post exercise review”
- Build on what you learned to improve your plan
4. The Next Steps...

Start Your DR Plan Today!
Taking Your Plan to the Next Level:

- Assessing Risks both Internal & External
  - Geographical, supply chain, historical, etc.
- Analyze Your Critical Business Functions
  - Recovery Time Objective, Staffing requirements, etc.
- Review Insurance Coverage
  - Consider business interruption and added expense coverage
- Prepare Your Supply Chain
- Institute a Physical Asset Management Program
- Establish a plan for physical relocation to a alternate recovery site
- Diversify your vendor/supplier network
- Participate in regional exercises
Taking Your Plan to the Next Level:

- www.PrepareMyBusiness.org
- www.Ready.gov/business
- www.ReadyRating.org
- www.RedCross.org
Questions?

Scott Teel
VP, Marketing & Education
Agility Recovery

Scott.Teel@agilityrecovery.com

For copies of the slides presented during today’s session, please visit: http://agil.me/startplantoday