IMMUTEC DATA PROTECTION & CYBERSECURITY

Worksheet

A recovery test that answers the business question

Organisation _____ Completed by _____ Date _____

Recovery test worksheet

Service / owner _____

Scenario / date _____

- [ ] 1 Which service and outage scenario are we testing?

- [ ] 2 Which recovery point, time and business functions define success?

- [ ] 3 Where will it run, with what capacity and connectivity?

- [ ] 4 Which application, data and identity dependencies must come back together?

- [ ] 5 Who approves and carries out the recovery, including backup people?

- [ ] 6 Can users complete the business workflow?

☐ **7** How will sync, failback and sign-off work?

☐ **8** Which gaps have an owner and a date?

Evidence recorded	
Recovery point used	
Time to usable service	
Business sign-off	
Open actions	
Next test	

Notes