



Washington State Department of
Labor & Industries



L&I BC DR Planning Software

*Presentation to iCOOP Committee
September 24, 2013*





L&I BC Planning Software Overview

- COOP/BC/DR information can be accessed at anytime 24/7 from any computer having an internet connection
- Data is stored electronically and can be published out to a standardized, formatted Microsoft Word document
- Flash report condenses most critical information in outline format
- On-line review and approval functionality for management of plans



L&I BC Planning Software Overview

- Internal access only
- Necessary data for recovery includes network diagrams, financial services data, emergency evacuation information and other sensitive data
- Password protected and secured with 128-bit encryption
- Secured data so only those who are authorized can view specific plans



On-Going Enhancements & Support

- System Customization continues based upon customer feedback
- Monthly Planning Cycle Reminders
- Monthly Webinars
 - One for Project Managers/System Administrators
 - One for Plan Administrators & Users



Bold Planning's Plan Maintenance Cycle

- Month 1 (August): Contact Database
- Month 2 (September): Facilities (Primary & Alternate)
- Month 3 (October): Vital Records
- Month 4 (November): Mission Essential Functions/Business Impact Analysis
- Month 5 (December): Teams
- Month 6 (January): Orders of Succession
- Month 7 (February): Delegations of Authority
- Month 8 (March): Security, Access & Evacuation
- Month 9 (April): Testing, Training and Exercising
- Month 10 (May): Alert Notifications
- Month 11 (June): Risk Assessment/Hazards
- Month 12 (July): Drive Away Kits (Go Kits)



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- Private Corporations in Diverse Industries
- Universities, Community Colleges and School Districts
- Courts and Judicial Systems
- Airports and Other Transportation Related Organizations

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