

ICT Disaster Recovery Plan
Template
(BCP0003)

Consulting Cloud Preview

Document version control

Version	Date	Author(s)	Summary of changes

Document approvals

Approving body	Roles	Version

Document distribution

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Referenced documents

Title	Location	Version

Document Review History

Reviewed By	Title	Date

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1. Introduction

1.1. Purpose

[The purpose of this document is to detail the disaster recovery components of the <<insert project name >>.]

1.2. Terminology

Describe any new terminology used in this document.

Term	Definition

1.3. Project Background

[Explain the context of the project, and how we have arrived at the current position of requiring the project. This section should refine what has already been described in any Project Proposal documentation.]

1.4. Project Scope

[High-level description of the scope covered by this project. This section should refine what has already been described in the Project Proposal documents. Identify any inclusions or exclusions required to make the scope of the project clear.]

1.5. Assumptions, Constraints and Exclusions

[Detail any assumptions that may have been made during analysis]