



## SERVICES & PROJECT HIGHLIGHTS

- Identification of key vulnerabilities in infrastructure, business processes (mailing, intern housing, donor relations, accounting/finance).
- Identification of key IT/infrastructure requirements for all departments. Development of organization-wide event and prioritized recovery matrix.
- Analysis of infrastructure vulnerabilities.
- Development of technology infrastructure back up requirements including RFP and selection of back up site.
- Identification of remote work capacity and options, emergency notification options, and alternate site location options.
- Creation of a business continuity management structure with clearly defined roles and responsibilities incorporating best practices in crisis management.

*“Your dedication and efforts have allowed us to maintain an image consistent with that of a first-rate organization... I am truly impressed with the many contributions you have made to our emergency preparedness.”*

E.Korsvall, Director Administration