



Overview

Having a comprehensive Business Continuity Strategy and Plan can no longer be considered a luxury, but rather one which has now become an essential part of an effective operating environment, and a critical part of survival when an emergency arises or a disaster strikes. Following such an event, institutions large and small need procedures for dealing with both short and long term outages. This includes enabling both the running of critical systems, and the relocation of key personnel to alternate locations to provide normal financial services to their customers and members during repairs. These strategies and plans, including both the Business Continuity Plan (BCP) and Disaster Recovery Plan (DRP), should be considered dynamic in nature, changing as the institution's operations, IT infrastructure and people change. As the complexity of doing business has evolved, so to has the approach to creating and maintaining an up-to-date plan to insure both effective and timely recovery.

Value Proposition

Orion believes that there are 4 criteria necessary in successfully developing an effective recovery plan:

1. An in-depth understanding of the business processes that you are trying to recover.
2. A detail knowledge of the underlying complex technology required to support these business processes.
3. A "State-of-the-Art" planning tool to assist in the creation and maintenance of an effective and flexible plan.
4. A comprehensive facility recovery strategy when critical operational locations are temporarily lost.

Since the original inception in 1984, the founders of Orion have specialized in delivering optimized business solutions to the financial services industry through the use of leading edge technologies. Through its "Compliance Alliance" with Recovery Planner and Agility, it combines an award winning on-line hosted web-based RPX software planning tool with the latest in mobile or fixed site recovery capabilities. This places Orion in a unique position to satisfy all of your recovery planning needs both now and in the future.

Our Approach:

Orion's certified Business Continuity Consultants will follow a logical 5 step process to create a tailored Business Continuity and Disaster Recovery plan and strategy. Using a combination of our proven "Accelerators" and the RPX software, we will perform all the necessary steps, in compliance with the most recent regulatory requirements, through to the final certification, Board review and approval. Once completed, we will structure our on-going "UTILITY BCM" support program, to include both our Executive Advisory service, and Employee Training and Awareness program, tailored specifically to meet your requirements.

"Enabling optimized BCP Solutions through comprehensive Compliance Management Services"

Major Milestones



Risk Assessment (RA) – Orion will assist in **documenting & ranking** potential **threats**, determining potential **risks** to ongoing business operations, and defining a set of **priorities** for the detailed analysis of **vulnerabilities**. This will encompass the operational capabilities, physical assets, technology infrastructure and IT systems, required to process information and support the conduct of business. Critical **exposures** will be brought to the immediate attention of management, along with **recommended strategies** to both address and mitigate them through strengthening existing and/or implementing new **control** measures.

Business Impact Analysis (BIA) – Orion will next analyze the potential **business impact** associated with the above catalogue of threats, so as to define priorities for the **recovery** and **resumption** of each critical business **function**. This will include recovery **timeframes**, dependencies between both business units and with key external suppliers and agencies, **minimum resources** required to perform the activities, and any **vital records** needed to support the activities. As a byproduct of this analysis, and by leveraging the unique background & experience of our BCP Consultants, **opportunities for improvement** will become input into a High-Level Operations Review.

High-Level Operations Review – Utilizing the information gathered during the first two steps, Orion will leverage its “**Best Practice**” knowledge within the **financial services** industry, and perform a further review and analysis to determine specific opportunities for improvement within the overall operational environment of the client. A “**Business Optimization**” report will be provided for review, and potential adoption. The results of this review will then be integrated into the formulation of an **optimized** business continuity strategy.

Plan Development– Utilizing **RPX**, the award winning on-line hosted web-based BCM planning tool from **Recovery Planner**, Orion will create a comprehensive **Business Continuity** and **Disaster Recovery** plan for the entire institution. Based on the results of our High-Level Operations Review, we will develop a strategic level “**Recovery Process Roadmap**”. This **blueprint** will outline the number, integration, & flow of potential **recovery scenarios** based upon the onset of a major business disruption. This will then form the basis for creating a series of tailored **recovery scripts** and action steps, along with the associated **dependencies** on both infrastructure and support resources.

Testing & Certification – As the last step in our New Plan Creation, Orion will conduct a structured and comprehensive “**Orientation/Walk-Through**” Test with the Client’s assigned Recovery Team. The results will be documented and published for **Audit** compliance, and, following the correction and update of any deficiencies, the plan will be **Certified** for Board of Directors review and approval. We will also outline a recommended testing strategy as part of our on-going **BCM Testing & Certification** service in our on-going “**UTILITY BCM**” Support Program.

Benefits – By adopting our unique **BCM Outsourcing Services**, you are able to spend more time on your core competencies associated with the strategic planning and operation of your financial institution, and less time focused on the increasingly complex and technical Business Continuity and Disaster Recovery planning.

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