



Policy # 56007

ITC DISASTER RECOVERY POLICY

Effective Date: October 18, 2002

Revised Date: February 6, 2023

Responsible Office: Information Technology Center

Division: Finance

I. PURPOSE/OBJECTIVE

To ensure that Grambling State University has a [Disaster Recovery Plan](#) (DRP) against catastrophic equipment failures, malicious intent, disasters, data, and software loss by adequately applying recovery procedures in the Information Technology Center. The University will provide recovery from events that may render the Information Technology Center data processing environment inoperable for an extended period of time. For the purpose of this policy, Grambling State University will follow the standards and guidelines of the Office of Information Technology (OIT) [IT POL 1-16](#).

II. STATEMENT OF POLICIES

The DRP will indicate procedures to restore operation of the SunGard HE Banner software application (in particular Finance), critical application servers and systems and essential service of all other systems by utilizing HP Recover-All service solutions. The plan covers procedures for data backups, off-site storage, departmental servers, backup electrical service, testing, training, Disaster Recovery Team Emergency Plan and Disaster and Recovery Storage of Important Documents.