

**Information and Communications Technology Industry Training Advisory Committee
Software Products and Software Services (SW) branch
Unit of Competencies**

1. Title	Conduct tests and drills to support the Disaster Recovery Plan	
2. Code	ITSWOS411A	
3. Range	Conduct initial tests of the Disaster Recovery Plan and, thereafter, conduct regular disaster recovery drills, and provide a report following each such test / drill and advise corrective actions as are identified through such testing in the context of providing IT service continuity management for an organization [Operations and Support – IT Service Continuity Management]	
4. Level	4	
5. Credit	3	
6. Competency	<p>6.1 Understand purposes and practices of the disaster recovery (DR) process</p> <p>6.2 Understand the DR plan</p> <p>6.3 Conduct initial test of the DR Plan</p> <p>6.4 Conduct regular disaster recovery drills</p> <p>6.5 Provide a report following each such test and advise corrective actions as are identified through such testing</p> <p>6.6 Conduct initial tests of the Disaster Recovery Plan and thereafter conduct regular disaster recovery drills</p>	<p>Performance Requirement</p> <p>Be able to adopt the principles of and adapt best practices for IT service continuity and disaster recovery process for an organization</p> <p>Be able to plan for an exercise to test the DR plan and to conduct disaster recovery drills</p> <p>Be able to</p> <ul style="list-style-type: none"> ▪ prepare test procedures ▪ conduct test and identify/correct any errors ▪ update the test procedures <p>Be able to</p> <ul style="list-style-type: none"> ▪ schedule regular drills of the DR Plan ▪ review the procedures before test ▪ conduct the test as planned ▪ identify errors and correct, if possible, on the spot <p>Be able to</p> <ul style="list-style-type: none"> ▪ document the abnormal cases during the test ▪ conduct post-mortem review of the test ▪ prepare report of each test ▪ advise corrective actions to those deficiencies identified in the test <p>Be able to</p> <ul style="list-style-type: none"> ▪ exercise industry best practices and adhere to standards as well as local and international standards ▪ comply with organization's guidelines and procedures as well as any (local and international) laws and regulatory requirements, if applicable
7. Assessment Criteria	The integrated outcome requirements of this UoCs are the abilities to: (i) conduct initial tests of the DR Plan; (ii) conduct regular disaster recovery drills; and (iii) provide a report following each such test and advise corrective actions as are identified through such tests/drills.	
Remark	<p>1. The participant is assumed to have a comprehensive knowledge in IT and its applications.</p> <p>2. This UoCs comprises both business impact assessment and process definition requirement for the IT Service Continuity Management of ITIL®.</p>	