

Ernst Enterprises Newsletter



PROTECTING COMPANY ASSETS

It requires more than locking the doors.

WHEN THINKING ABOUT COMPANY ASSETS, YOU PROBABLY THINK OF YOUR OFFICE, EQUIPMENT, INVENTORY, AND OTHER TANGIBLE ASSETS.

COMPANY DATA IS PROBABLY NOT THE FIRST THING THAT COMES TO MIND, BUT IT MAY BE THE MOST VALUABLE ASSETS YOU HAVE.

Take a moment and think about the data that you have stored on your computers. You no doubt have customer lists, accounts receivables and payables, payroll, and maybe some type of order-entry and inventory system. Typically, this information is business critical and if it were lost, it could have a devastating impact on your business. ***Shouldn't this asset be protected from loss?***

With this in mind, please think about the following:

- Is your business-critical information regularly backed-up?
- Is the back-up frequent enough to give you what you need to run your business in the event of loss? When was the last time this back-up process was reviewed for content, frequency, etc?
- Has the back-up process been tested by restoring backed up files to see if it works as expected? This step is often overlooked!

LET'S TALK ABOUT BACK-UP TAPES

Does your process call for a daily cycle of different tapes? This is a normal business back-up process, but is it being followed in your company? Is it being done daily? When conducting audits for clients we find that this process is often forgotten in the demands of the business. And if it is forgotten, what happens?

Is the back-up tape removed from your office and taken to an off-site location? We often find the back-up equipment is stored next to the computers/servers being backed-up and is not stored in another location. ***If your building is destroyed by fire, flood or some other disaster, your back-up is going to be destroyed too.***

BACK-UP PHILOSOPHY

Consider how much data can be lost in your company without causing a business problem. If the answer is a week's worth can be lost without causing any problems, then back-ups only need to be taken once a week. However, this is not normal; in most cases a daily back-up is required.

A RULE OF THUMB

The frequency of back-ups should equal the number of days of lost data that needs to be recreated to keep the company functioning.

DISASTER RECOVERY PLAN

Many people think a back-up is a disaster recovery plan. Disaster recovery is a much broader plan that contemplates how you would re-start your business if the unthinkable happened. It is much more comprehensive than a computer systems back-up plan.

Do you have current and effective policies and procedures regarding your company's computer systems, data, and protection of the systems and data?

YOUR I.T. ORGANIZATION HAS VERY SERIOUS RESPONSIBILITIES. ARE THEY UP TO THE CHALLENGE?

Call today to schedule an assessment of your computer systems including the back-up policies and practices.

Rich Kern is our IT Practice Leader. He brings more than 25 years of IT leadership and expertise to helping clients assess the effectiveness of their IT Operation and staff. Rich can cut through the confusion of "IT speak", and translate IT into business language.

Click on the link below to take a short laptop security assessment to test for yourself the security of your laptops.

Click here for your security assessment:
<http://evaluation.eellc.us/survey1.html>

Sincerely,

Mark

Mark Ernst
Ernst Enterprises, LLC

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