

# ROGSI / BIA



## Business Impact Analysis

## INTRODUCTION

The documentation at hand provides an overview of ROGSI/BIA.

The graphics contained and the corresponding texts refer to the current version. Should ever versions have been created in the interim, they could differ from the information at hand. Please contact us to receive the most current version.

It is not possible to describe all data and functions in this overview. To give you a complete overview, we offer a non-binding presentation at no charge. This can take place at your location or via a "remote" presentation. Please contact us for more information.

## THE COMPANY - ROG GMBH

In 1989, the founder of ROG GmbH came to the decision to develop software which supports the management of emergency documentation. At the time, there were some tools from the US in use here, but these products tended to focus on tornados and other environmental disasters.

By 1990, the first version had been released both in German and English.

ROGSI/DMS was thereby the first PC-based tool from Germany for customers in Germany.

Since this time, ROGSI/DMS has been continually developed and provides a scope of services which you have to search for in other products.

The experiences at hand come from projects in many European as well as non-European countries. Thanks to these experiences, our customers not only profit from the functions of the ROGSI/DMS software, but also from the accompanying project work.

ROGSI/BIA was released the first time in 2011. Since that time, several companies in different countries have made their Business Continuity Analysis with ROGSI/BIA.

# PREPARE BIA

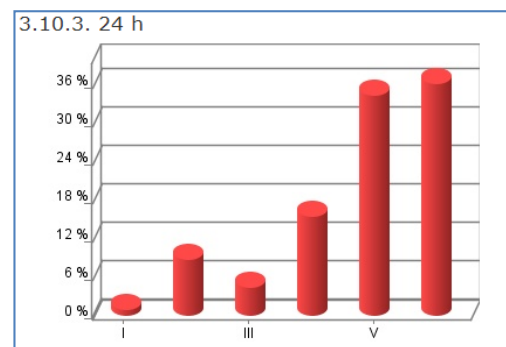
## GOAL

Before you can start with the BIA, you should have defined exactly what the result of the BIA should be. What would you know from the responsible Persons from the departments?

Using the different types of questions, it is possible to get all results you need for further activities.

## ADVANTAGES

- Pre-defined questions simplify the composition of the surveys
- Recording of answers in the central database
- Integrated reporting provides real-time evaluations
- Transfer of data into other systems – ROSI/DMS



## TYPE OF QUESTIONS

### Question catalog

- Various types of questions, can be extended flexibly
- Surveys can be duplicated for repeats
- Freely defined parameters / Pre-defined question catalog

3.1. Financial Impact

	1 - extrem critical	2 - very critical	3 - critical	4 - lower critically	5 - not critical
2 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
24 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
48 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
72 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
>72 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## REPORTING

- Status of survey
- Summarized results, individual results
- Graphic representation
- Freely defined reports / Pre-defined report catalog
- Export files for extend analysis with other tools
- Export of files as XLS or for use in ROSI/DMS

3.4. Internal Impact

	1 - no business	2 - poor business	3 - work around	4 - reduced business	5 - no impact
2 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
24 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
48 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
72 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
>72 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

# DEFINE QUESTIONS

## GOAL

The Goal of this step is to insert all questions you want to ask the different persons. First write down a clear introduction, so that all people exactly know, what the reason for this survey is and what you want to do with the answers. Maybe there are government requirements to execute the Survey. Tell it to the employees as well.

## ADVANTAGES

The pre-defined types of questions allow creating all questions in a very short time. Different types of questions allow creating the survey as needed.

Define single or multiple answers for each question

Add any comment to the questions to declare, what you really need.



	1 - no business	2 - poor business	3 - work around	4 - reduced business	5 - no impact
2 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
24 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
48 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
72 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
>72 h	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## DETAILS

These are samples of the questions which should in the survey:

- Name of process
- Name of responsible Person or Group
- Department
- Date of Survey
- Criticality of processes
- Maximum Downtime
- Processes – before and behind this process
- Results of interruption
  - o Financial
  - o Image
  - o Internal
  - o External
  - o Government
- Required Application
- Required Resources
- Number of working places

## DEFINE RECIPIENTS

### GOAL

All questionnaires must be sending to the responsible persons. These persons have to answer all defined questions in the questionnaire.

Send out the questionnaires and control the ongoing of completed questionnaires.

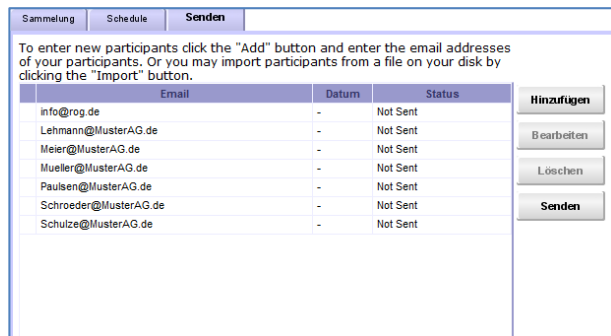
### DATA

Define all recipients who should fill out the questionnaire. There are only a few things that you should know and enter into the recipients list.

Enter the following data into the recipients list:

- Email-Address of responsible person
- First name and last name of this person
- The following entries are optional:
  - o Name of one to ten processes
  - o Name of Company
  - o Location
  - o Address

All this data will be used during creation of the survey.



Email	Datum	Status
info@rog.de	-	Not Sent
Lehmann@MusterAG.de	-	Not Sent
Meier@MusterAG.de	-	Not Sent
Mueller@MusterAG.de	-	Not Sent
Paulsen@MusterAG.de	-	Not Sent
Schroeder@MusterAG.de	-	Not Sent
Schulze@MusterAG.de	-	Not Sent

## STATUS

### GOAL

It is important to know, who has answered the questionnaire and what is outstanding. A control menu shows in realtime the status of the BIA.

### ADVANTAGES

Controlling the status of the survey allows remembering the persons that they have to complete the questionnaires. The integrated "remember" function sends out an email, which remembers only the outstanding persons.

Email	Datum	Status
g.glessmann@rog.de	15.08.11	Delivered
info@rog.de	08.08.11	Beantwortet
support@rog.de	08.08.11	Beantwortet
u.glessmann@rog.de	08.08.11	Beantwortet

## REPEATING THE BIA

### GOAL

The Business Continuity Analysis should be done once a year. The goal is to make the second BIA as easy as possible.

ROGSI/BIA supports you at any time to create a new survey with only a few mouse clicks.

### ADVANTAGES

The concept of this function is as easy as very helpful. As long as an existing survey is available in the database, it is as easy as 1-2-3 to duplicate this survey. Just enter a new name and the old survey is the new survey.

At this point you can leave the survey as it is or make any changes which are necessary. Than add or modify the recipients and that's all. Send out the new survey and monitor the ongoing of the handling.

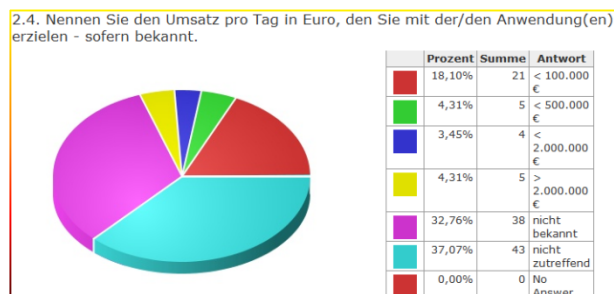
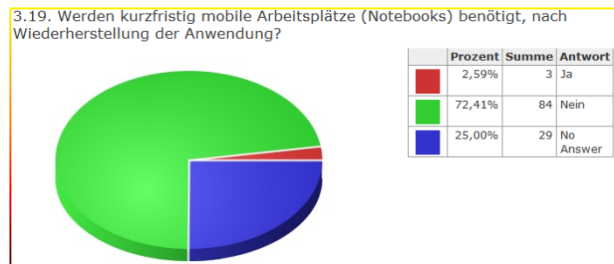
## SHOW RESULTS

### GOAL

After all persons have answered the questionnaires, you can see the results online. Even during the execution of the BIA you can see the temporary results at any time.

### ADVANTAGES

The results are shown in different ways. See them as number, percentage or graphical elements. Use the integrated reports or create your own reports. You also can export the results and create any kind of Excel graphic out of the data.





# EXPORT RESULTS

## GOAL

Use the data out of the Survey in any other application. Or use the data for the Business Continuity Plans and Disaster Recovery Plans. The transfer into the ROGSI/DMS database is as easy as 1 -2 – 3.

## ADVANTAGES

Create an export of the data as CSV or Excel. This data than can be used for different use. Build own Excel documents or use the data in any other tool.

Most important is that this data also can be imported into ROGSI/DMS. Get the relevant information for the

BCM documentation.

Identität	Lieferzeit	Antwortzeit	Is the information security department a	Does the information security department	Is a CISO responsible for all security b	Has the IT management established a secu	Experience in IT	Experience in IT security	Are new employees are trained on the sec	Do al employees receive periodic securit	Are all business associations, partners,	CISO
<div><div></div><div>(0)</div></div>	<div><div></div><div>-</div></div>	<div><div></div><div>-</div></div>	<div><div></div><div><ul style="list-style-type: none"><li>• ? (0) Ja</li><li>• ? (0) Nein</li><li>• ? (0) Keine Antwort</li></ul></div></div>	<div><div></div><div><ul style="list-style-type: none"><li>• ? (0) Ja</li><li>• ? (0) Nein</li><li>• ? (0) Keine Antwort</li></ul></div></div>	<div><div></div><div>(0)</div></div>	<div><div></div><div><ul style="list-style-type: none"><li>• ? (0) Ja</li><li>• ? (0) Nein</li><li>• ? (0) Keine Antwort</li></ul></div></div>	<div><div></div><div><ul style="list-style-type: none"><li>• ? (0) 1 year</li><li>• ? (0) 2 years</li><li>• ? (0) 4 years</li><li>• ? (0) &gt;4 years</li><li>• ? (0) Keine Antwort</li></ul></div></div>	<div><div></div><div><ul style="list-style-type: none"><li>• ? (0) 1 year</li><li>• ? (0) 2 years</li><li>• ? (0) 4 years</li><li>• ? (0) &gt;4 years</li><li>• ? (0) Keine Antwort</li></ul></div></div>	<div><div></div><div><ul style="list-style-type: none"><li>• ? (0) Ja</li><li>• ? (0) Nein</li><li>• ? (0) Keine Antwort</li></ul></div></div>	<div><div></div><div><ul style="list-style-type: none"><li>• ? (0) Ja</li><li>• ? (0) Nein</li><li>• ? (0) Keine Antwort</li></ul></div></div>	<div><div></div><div><ul style="list-style-type: none"><li>• ? (0) Ja</li><li>• ? (0) Nein</li><li>• ? (0) Keine Antwort</li></ul></div></div>	<div><div></div><div><ul style="list-style-type: none"><li>• ? (0) yes</li><li>• ? (0) no</li><li>• ? (0) sometimes</li><li>• ? (0) don't know</li><li>• ? (0) Keine Antwort</li></ul></div></div>

Import the results into the ROGSI/DMS database. This allows an automated update of the Process data every time you have new results from the Business Impact Analysis.

Application: Branch Recovery

Name: Branch Recovery Relevant Procedure: Master Plan

Description: Branch Recovery Plans Procedure Status: Plan Required / Untested

Priority: High

Criticality: Business Critical Add 1:

Downtime: 1 h Add 2: Customers affected, reputation damage

Preparation: Add 3:

Startup: Add 4: High Visibility

Current Required Value

D-RT0: 2 h D-RT0: 1 h D-RT0 Value: 1 h

T-RT0: 4 h T-RT0: 8 h T-RT0 Value: 4 h

D-DLO: 2 h D-DLO: 2 h D-DLO Value: 0 h 0 min

Client: Successor

* Category	Name	Value
Specification	SLA	yes

Features:

Time	Total	Simple	Comp...
2 h	3	2	1
24 h	4	2	2
1 w	15	5	10

Desks:

# THE ROG GMBH

## FURTHER INFORMATION

Further information can be obtained

- ✚ On our website [www.rog.de](http://www.rog.de) or
- ✚ By e-mail at [info@rog.de](mailto:info@rog.de) or
- ✚ Give us a call

## OUR INTERNATIONAL CUSTOMERS IN THE FOLLOWING SECTORS

- ✚ General industry
- ✚ Automotive industry
- ✚ Banks / savings banks
- ✚ Chemical industry
- ✚ Service providers / IT service providers / data backup suppliers
- ✚ Health care / clinics
- ✚ Retail
- ✚ Public service
- ✚ Insurance companies

## OUR INTERNATIONAL PARTNERS

Our locations are in

- ✚ Hirschhorn/Neckar, Cambridge/Ma/USA

We are represented by partners in various European countries:

- ✚ Germany, Switzerland, Austria, Spain, Serbia

Partners representing us outside of Europe:

- ✚ Dubai, Boston/Ma

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