



## Backup Evaluation

Please take a few moments to fill out this evaluation.

1. There is a single person in our organization who is responsible for the management and execution of our backup and disaster recovery plan. Yes\_\_\_ No\_\_\_
2. Our backups are monitored daily to determine if they are successful. Yes\_\_\_ No\_\_\_
3. Our backups are tested on a quarterly basis to determine that they are functioning and that data can be restored from them as expected. Yes\_\_\_ No\_\_\_
4. Critical data is backed up at least daily. Yes\_\_\_ No\_\_\_
5. Our backup system meets all applicable regulatory requirements. Yes\_\_\_ No\_\_\_
6. If our critical devices holding data fail, the maximum downtime would not exceed X, where X is our acceptable level of downtime. This is typically measured in hours.  
Yes\_\_\_ No\_\_\_
7. Our backups are stored securely and at least one of our backups is stored offsite for disaster recovery. Yes\_\_\_ No\_\_\_
8. Our data is encrypted before being moved offsite. Yes\_\_\_ No\_\_\_

If you answered "No" to any of these questions or if you are unsure of the answer, you should call Kodiak Group for a backup evaluation as soon as possible. We will meet with you and check your existing backup solution and help you craft the best possible backup and disaster recovery solution for your needs.

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