

UCAR Business Continuity Update

Presented to the Audit and Finance Committee



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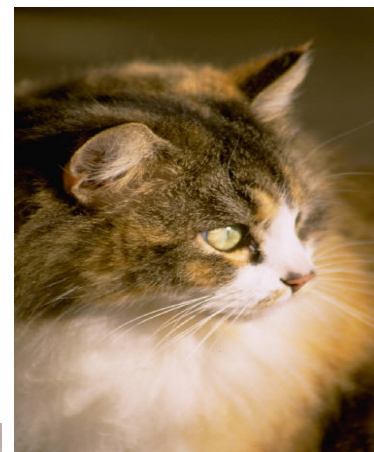


History of Business Continuity at UCAR

- Deloitte and Touche Recommend a “Plan addressing all critical functional areas of the organization”
- Steering Committee Established
- Implementation Committee Established
- Executive Level Needs Assessment Conducted
- Standard RFP issued to “Develop and Write a Business Continuity Plan”
 - Bids ranged from \$93,000-\$600,000
- Issued Revised RFP
- Contractor Selected, December 2000

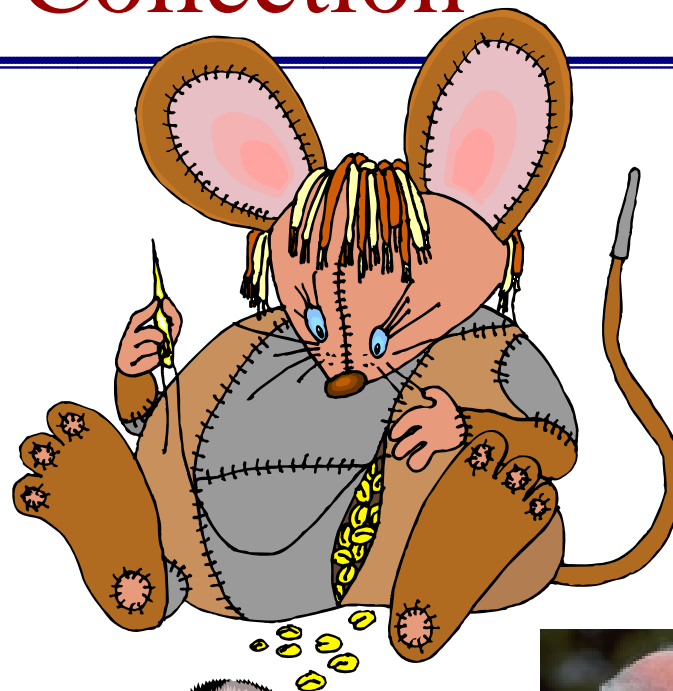
Most Recent Activities-Herding Cats

- October 2000: Survey of divisions and programs to define “critical functional areas”...
- December 2000: Conduct Risk Analysis of “critical functional areas”
- March 2001: Initiated interviews and data collection
- May 2001: Rough draft completed and circulated for review. Additional interviews conducted, corrections made
- July 2001: Final plans issued for initial groups
- November 2001: Begin testing of plans and start on remaining groups



Interviews and Data Collection

- Identified and Documented:
 - Personnel for Recovery Operations
 - Communications Systems for notifying personnel
 - Critical Operations
 - Critical Equipment, Spares, Backups
 - Critical Vendors
 - Alternate Work Sites
 - Backup Procedures, storage, retrieval



Some Ah Ha! Moments

- Roll over address' were incompatible
- “Catch 22” systems identified and prioritized
- Some critical systems thought to be backed up, were not
- Backup tapes stored with original equipment
- Backup tapes improperly stored
- Lack of security on some critical systems



Still to Do- Lots!!!!

- Complete revisions, issue plans
- Create plans for “other” divisions and programs
- Integrate plans between divisions and programs
- Test plan
- Re-write all plans after test
- Maintain and update plans, every six months
- Test Plans every 6 months



Business Continuity: Expect the Worst, Hope for the Best



Questions???