

Contingency Planning Models for Government Agencies

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Abstract

This report describes a research study into the current situation within Federal, State Government and selected private sector agencies, assessing contingency plans for Information Systems and suggests models for state-wide planning against Information Systems disasters. Following a brief look at various phases of contingency plan development, the study looks into the factors that prompt organisations to prepare contingency plans. The project involved a survey of current Information Systems contingency plans in the government agencies in the states of Victoria, Western Australia, South Australia, New South Wales and in the Australian Capital Territory. It also included two major banks, an insurance company and two computer services bureaux in the private sector within New South Wales.

The survey determined that particular factors play important roles in the decision by organisations to commence contingency planning. These include actual disaster experience, senior management support, auditor's comments, legal requirements, risk analysis and business impact study, economic considerations, insurance requirements, contract commitment, new staff and introduction of new hardware and software. The critical success factors in contingency planning include regular maintenance and testing of the plan. The project also discusses the current contingency planning environment within New South Wales Government agencies and suggests cost-effective models for state-wide adoption.

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Declaration

I hereby declare that this report is my own work and that, to the best of my knowledge and belief, it contains no material previously published or written by another person nor material which to a substantial extent has been accepted for the award of any other degree or diploma of the university or any other institute of higher learning, except where acknowledgment is made in the text.

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