

INFORMATION SYSTEM CONTINGENCY PLAN REPORT			
SYSTEM UID:		SYSTEM NAME:	
ISO/PM NAME:			
ISSM NAME:			
ISSO NAME:			
SA NAME:			
LONG-TERM DISRUPTION INFORMATION			
DATE/TIME OF SYSTEM DISRUPTION:			
LOCATION OF DISRUPTION:			
DISCOVERED BY:			
DISRUPTION INFORMATION			
SYSTEM TYPE (Standalone or Isolated Network):			
DEVICE, COMPONENT, OR FACILITY DISRUPTION:			
EXPLANATION OF DISRUPTION (Include cause of outage, potential for additional disruption or damage): (Continue on another sheet if space is needed)			
NOTIFICATION			
STEP #	STEP DESCRIPTION	X or NA	COMMENTS (Continue on another sheet if space is needed)
STEP 1	Notification to SA or ISSM/ISSO		
STEP 2	Long-term disruption determination		
STEP 3	ISSM/ISSO Notification to ISO/PM		
STEP 4	Further notifications if required (details in comment section)		
RECOVERY			
RECOVERY LOCATION:			
REQUIRED RESOURCES FOR RECOVERY PROCEDURES:			

RECOVERY STEPS (Provide detailed information to include which team member accomplished the step (SA, ISSM, ISSO) and problems encountered during each step of recovery)			
STEP #	STEP DESCRIPTION	X or NA	COMMENTS (Continue on another sheet if space is needed)
STEP 1	Install OS and set security permissions		
STEP 2	Scan for compliance and vulnerabilities		
STEP 3	System tested for security		
STEP 4	Restore system using backups		
STEP 5	Assess system		
STEP 6	Notify ISO/PM of system functionality		
STEP 7	Data Validation and Functionality Testing		