



## Element Disaster Recovery Test

### Executive Summary



## 1. Disaster Recovery Scope and Objective

Element performed a Disaster Recovery (DR) test based on the updated DR plan and infrastructure in Q2 2023. This test ensured that Element has the proper resources and strategy to meet the Recovery Time Objective (RTO) and Recovery Point Objective (RPO) standards and prevent extended application downtime and unrecoverable data loss in a DR event.

Element IT Environment is based on Mainframe and non-mainframe systems/applications. DR Tests are scheduled annually. In 2023 a DR Test was performed for the non-mainframe environment according to Business Continuity Plans (BSPs) and successfully recovered the non-mainframe production environment within the documented Recovery Point Objective (RPO) and Recovery Time Objective (RTO). In 2022 a DR Test was performed for the mainframe environment according to Business Continuity Plans (BSPs) and successfully recovered the mainframe production environment within the documented Recovery Point Objective (RPO) and Recovery Time Objective (RTO). Element IT developed a three-stage testing strategy, and strategy detail is provided in the next section.

## 2. Disaster Recovery Strategy

The Element IT team identified three phases as part of the implementation strategy (Crawl, Walk, Run). The Crawl Phase started in September 2020, and the Run phase was completed in May of 2021.

- During the Crawl phase, Element IT performed preliminary steps such as establishing remote access, implementing a DR environment, and testing to validate the effectiveness of base DR functionality and components.
- The Walk Phase included enabling replica data feeds between production and DR, creating an isolated test environment, creating processes and mechanisms to orchestrate fail overs, and creating validation procedures.
- The Run Phase included executing the Pre-DR event steps, simulating a production DR test, validating application functionality, and delivering a report based on the DR test.

## 3. Disaster Recovery Testing Result

As part of the DR program test, Element IT tested all known Element-hosted applications (over 100), including mission-critical applications identified in the Business Continuity Plan (BCP).

**Non-mainframe** DR Test was performed from June 9, 2023. Element tested all mission-critical non-mainframe applications (over 100) identified in the Business Continuity Plan (BCP) and successfully recovered the production environment within the stated RTO and RPO. The next DR exercise will be in May 2024.



**Mainframe** DR Test was performed from August 23, 2022, to August 24, 2022. Element scheduled this disaster recovery exercise to validate the capability and timing of Mainframe recovery in an alternate location. The Mainframe DR Exercise was completed successfully with the desired RTO and RPO. The next DR exercise will be in August 2023.