

## Backup Strategy

Ensuring all necessary backups are performed now not later.

Every business has to think about the unthinkable, and be prepared. Data backup is as crucial as it gets – a matter of survival. Yet recent relentless data growth and the high-speed pace of business have led to a situation where backups can no longer always be performed within the backup window. What then? - when major problems happen, as they often do.

- Can your organisation recover within service level agreements?
- Or, if backups don't work, do you have the opportunity to test or restore? For most businesses, it's a rare occurrence.
- How long will it take you to recover from a failure? Usually the process is very time consuming, damaging your team's productivity and day to day operations.

### Impact of failure to act

Fail to act and your business could face numerous serious and potentially fatal risks. Even if the worst does not happen and valuable data is not wiped out, having no routine backup process leads to added costs, hassles and storage problems. Daily headaches that sap company morale and productivity. The consequences fall under 4 main categories.

- **Rising costs.** Your costs will continue to increase because you'll need to invest in larger capacity and faster tape drives to cope with the volumes of data being backed up within the windows.
- **Downtime.** Should disaster happen, the restoration of data may result in days of lost input or restricted access to important business systems.
- **Lost data.** The potential for loss as a result of a catastrophic event (fire, flood, etc) could range from several days' input to your entire organisation's data.
- **Survival.** What would it cost your business if it is unable to recover itself or vital data from a disaster?

### Business Requirements

The ideal solution is one that can enable even the busiest organisation to have an automatic, regular backup programme that is as simple, reliable and effortless as possible. Only in this way can you meet storage, safety and security requirements and have peace of mind that, come fire or floods, your data is protected. Look for your backup strategy to address the following areas:

- It should be cost effective and scalable to backup key data in a timely manner, now and in the future.
- It should ensure your business recovers to clear SLAs in the event of a serious problem.
- It should provide a robust solution that holds all the key data securely and makes it readily available when required.
- It should reduce the costs and time involved in restoration and make information retrieval easier.

### The Capita Backup Strategy Solution

Capita Managed IT Solutions ticks all these boxes and then some, to provide a comprehensive, tailored backup programme for any type of organisation.

- The specialists in our Professional Services Practice will match the correct amount of storage and forecasted growth with your backup needs.
- Based on this information, we will design and implement a strategy to provide an up-to-date recovery point objective developed around the needs of your business.
- We test the restoration process to ensure data integrity and validation of the backup strategy.
- Our solution will minimise the amount of time elapsed between disaster and restoration of business functions.
- Backup processes are tracked by our monitoring centre,

which also instantly alerts you to any errors that occur during automated backups.

## Benefits of the Capita Backup Strategy Solution

Capita combines our technological and management expertise to develop an automated system that removes the uncertainty, hard work and inconsistencies from your backup processes. The benefits will be felt throughout your organisation.

- Centralisation of data and use of consolidated backup hardware and software ensures efficient management of the backup, processes, and associated storage, leading to reduced, predictable and managed costs.
- Increased productivity and availability of key resources because less time and management is needed for backup and recovery.
- The reassurance of more robust business continuity protection.
- Lower costs associated with business interruption that may occur in a recovery scenario.
- Improved business continuity by delivering proven restoration timelines.
- Enhanced overall organisational efficiency and opportunity through improved deployment, service levels, and management of valued information assets.

"Capita implemented a backup strategy for GB Oils to improve service levels by speeding up the backup, recovery and retrieval of business critical information. Capita created backup services and polices which resulted in increased application uptime, simplified management and increased optimization of backup resources. We now have a proven backup and recovery strategy that is flexible and scalable to meet current and future demands".

David Stewart, Senior Network & Infrastructure Analyst, GB Oils.

