

**SINGAPORE STANDARD FOR BUSINESS CONTINUITY/DISASTER
RECOVERY (BC/DR) SERVICE PROVIDERS**

ERRATUM NO. 1

July 2005

1. Page 3, Working Group

Add the names “Mr Lau Soon Liang”, “Mr Desmond Low” and “Ms Jane Rushton-Young” to the list of BC/DR Working Group members.

2. Page 11, 1.2

Amend the last sentence to read “*Service providers* will need to fulfill the additional requirements pertaining to capability in Clause 5.”

3. Page 16, 3.5.4

Amend the 1st sentence to read “The organisation shall establish procedures to ensure the quality and integrity of vendor staff directly involved in support of its recovery services.”

4. Page 19, 3.8.2

- a) *Amend* the 1st line of item (e) to read “Consultation with client representative on one of the following courses of action:”
- b) *Amend* the last sentence to read “All communications between organisation and client representatives in the notification stage shall be via the pre-agreed communication media between organisation and client.”

5. Page 19, 3.8.4

Amend the subclause to read “The agreements to be made with each client shall include procedures to effect the orderly handover of facilities and equipment subscribed by client to organisation upon deactivation.”

6. Page 24, 4.2.2.3

Amend item (a) to read “All entrances and exits into and out of the organisation’s premises;”.

7. Page 24, 4.2.3

- a) *Amend* the 5th paragraph, item(b) to read “all entrances and exits of restricted facilities, e.g. computer centre and media storage facility”.
- b) *Amend* the 6th paragraph, item (b) to read “Perimeter fences and/or walls of the organisation’s premises;”.
- c) *Amend* the 6th paragraph, item (c) to read “Areas between the perimeter fences and/or walls and buildings within the organisation’s premises.”

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8. Page 25, 4.2.4.1 (a)

Amend “24 hours” to “24-hour”.

9. Page 31, 4.5.4.2

a) *Amend* the 1st paragraph to read “The organisation shall procure and install the necessary units of UPS to enable client mission critical networks and computing equipment to operate and shutdown in an orderly manner.”

b) *Amend* the 5th paragraph to read “All batteries and accumulators used in standby power supply units shall be replaced periodically according to manufacturers’ specifications. For example, replacement may be undertaken on a yearly basis.”

10. Page 33, 4.7

Amend the 1st sentence to read “Fire safety and suppression system shall be in place to protect computing equipment and personnel working at the recovery premises.”

11. Page 37, 4.10.1

Amend the heading to read “Rooms housing main computer systems”.

12. Page 38, 4.10.1.4

Amend “infra red” in the last sentence to “infra-red”.

13. Page 54, 5.9.2

Amend item (c) to read “Procedures to recover and resume key business functions and operations, e.g. operations at a temporary site;”

14. Page 57, 5.10.3

Amend item (h) to read “Shortcomings discovered in the tests shall be rectified at the earliest possible moment and no later than the next test.”