

ABSTRACT

Established since 1965, PT XXX transformed into a State-Owned Enterprise (BUMN) in 1991. Since then, PT XXX has become a professional business entity under the name of PT XXX Industri. Each company must have a critical business process. If a disaster / disruption occurs, especially in the critical business process, business activity is hampered and even possibly stalled.

The rapidly growing technology can minimize the risks that may arise. To be efficient and effective it must have several procedures in handling the disaster that occurred, as well as in the recovery of technology affected by the disaster. From the results of the interviews known PT XXX Industry has not applied Disaster Recovery Plan in their business process, but on the master plan PT XXX has been listed *disaster recovery plan* document planning. The focus of the Disaster Recovery Plan design is to determine procedures for dealing with possible disasters, including procedures in Disaster Identification and Declaration, Recovery Procedures, Resumption Procedures, and the implementation of the Testing Disaster Recovery Plan, as well as the establishment of responsible disaster recovery team organization structures in the face of the disaster. This study was conducted through data collection to examine documents related to the research. And conduct interviews to parties related to the research.

The final result of the research in the form of document design recommendation, so it is expected that the design of Disaster Recovery Plan can be applied to PT. XXX Industry in the continuity of future business processes.

Keywords: disaster recovery plan, procedure, disaster recovery team.