



Business Continuity Plan (BCP)

Get Event Log LLC / Operations / C Wireman / 8 June 2025

SCORE – 100%

Flagged Items – 0

Actions – 0

Site Conducted	Yes
Business Name	Get Event Log LLC
Department	Operations
Prepared By	C Wireman
Conducted On	8 June 8, 2025
Location	306 Eleventh St St Augustine, FL USA 32084

Scope and Objectives

Purpose of the BCP including which business functions are prioritized for recovery during an emergency.

- To ensure continuity of Information security services and customer communication in the event of a power shutdown
- Power disruption could be caused by emergency weather conditions, flood or building fire
- Service offerings impacted: penetration testing, vulnerability assessment, red team, miscellaneous technical teams, sales team

Operations at Risk and Recovery Plan

Operation 1

Operational Area: Customer support, and timely reporting

Description: Reporting to customers the progress of testing, the safety of data, and the final technical report

Rate impact on business continuity: **CRITICAL**

Impact description: Loss of electricity due to weather or flooding would prevent business continuity

Recovery strategy: Data backups, reporting documentation, and technical documentation stored locally and on Microsoft Office 365 cloud. Cellular communications devices on two separate networks for redundancy. Multiple portable computing platforms in place.

Operation 2

Operational Area: Finance

Description of operation: Finance team responsible for customer invoicing as well as global employee payroll

Rate impact on business continuity: **HIGH**

Impact description: Customers would experience delays in billing requests and disputes. Internal staff would be affected by internal payroll delays

Recovery strategy: Automatic emails sent to customers requesting billing inquiries notifying of delays. Staff immediately informed of potential delays in payroll. In the event of greater than 24 hour disruption, all teams are remote working for business continuity.

Roles and Responsibilities

Representative: Christopher Wireman

Role: CTO

Contact details: +1 904-792-2304, chris@geteventlog.com

Description of responsibilities: Must ensure all team members are aware of recovery plan procedures. Must also encourage customers to make sure their email address on file are updated to ensure they would receive emails notifications regarding delays. Should ensure all BCPs are updated and are coordinated with key personnel. Must insure security of all data sets.

Full Name and Signature: *Christopher Wireman*

Christopher Wireman 6/8/2025

