

## **Unified Group Services Disaster Plan**

Unified Group Services, Inc. currently partners with a disaster recovery service, Agility Recovery. This entity has a vast history of assisting businesses, governments, etc. during disasters or interruption of services and is known for their on-site mobile recovery options.

Working with Agility Recovery, Unified has identified risks, critical business functions, created a communication plan, a phone recovery outline, employee, customer & vendor contact alert notification system, along with business continuity plans. With this partnership Unified has also contracted to access power, space, technology and connectivity in the event of an interruption or disaster. Agility will also provide guidance and suggest strategies relating to all options of their potential recovery solutions.

The specifics of the plan identify necessary personnel and resources required for disaster preparation and response are online at myAgility as well as off-site in a safe deposit box. In addition Unified also has an internal Disaster Recovery team that meets on a monthly or quarterly basis to review and update appropriate areas of the plan.

This plan intends to ensure the continuation of services to customers and vendors as well as to provide a framework of direction and recovery for employees.