

Business Continuity Test, May 2025

Introduction

Objectives

1. Conduct a table-top exercise which involves a disruption requiring the Business Continuity Plan to be activated.
2. Demonstrate that the business would be able to continue operating and providing its service to its customers despite disruptions to normal operations.
3. Identify improvements to FundApps' Business Continuity Plan.

Scope

1. The CTO, the security team, the IT manager and all staff they decide to call on during the BCP test.

Success criteria for FundApps' BCP test

FundApps uses the following criteria to assess the effectiveness of its Business Continuity test:

1. Customer support activity continues without interruption.
2. Engineering activity continues as normal.
3. Production support activity continues as normal.
4. No client impact due to the necessity to activate the Business Continuity Plan

Activation of the Business Continuity Plan

The tabletop exercise was conducted on 21st May 2025.

Approach

1. At 10:45 am, the tabletop exercise began with the CTO, the security team and the IT manager.
2. A simulated scenario was presented to initiate the test, beginning with a suspected data breach that escalated into a confirmed leak of confidential client data. As the situation unfolded, signs of potential corporate espionage emerged, requiring cross-functional coordination and incident management. The CTO was tasked with leading the response, involving relevant FundApps staff at appropriate stages. The exercise tested our ability to respond to complex security incidents, assess business continuity risks, and mitigate potential

reputational, regulatory, and operational impacts arising from a serious data compromise.

3. At 11.52 am, the tabletop exercise ended. By then, 7 FundAppers had been involved in it.
4. A 10-minute debrief was followed to discuss the lessons learned from this exercise and actions that could be taken to improve FundApps' Business Continuity.

Results

Event Log

https://docs.google.com/spreadsheets/d/1CJZiVS3-c01Cdb0ILJdRfMsgdXeR21cT-0WZiv2UK0A/edit?usp=drive_link [Document restricted to FundApps staff]

Findings from the test

1. The CTO and the security team followed the incident response plan and the business continuity plan. All participants knew what avenues of investigation to take and how to best coordinate our efforts.
2. Thanks to the response from the members involved in the exercise, the security incident would have been contained rapidly, and clients would have been supported in the incident response. There would have been no major impact on FundApps' ability to operate or provide services to its clients.
3. The Incident Response and Business Continuity Plan were well adapted to the scenario chosen for the tabletop exercise.
4. All participants were familiar with the process of triggering the incident and our response plans.
5. The Business Continuity Plan details well how to respond to an incident, but doesn't cover in as much detail how to recover from the disruption of this type.

Action Items

1. Enhance the Business Continuity Plan to detail recovery procedures following a security incident impacting business continuity, and integrate with the Incident Response Plan for comprehensive coverage.
2. Improve visibility and accessibility of both the Business Continuity Plan and the Incident Response Plan within FundApps' communication systems.
3. For future tabletop exercises, clarify expected levels of engagement with participants and broaden the scope of participants to include a more representative sample of FundApps staff.

Validation & re-testing

This test validated all the pre-defined success criteria.

The test will be repeated in 12 months