

**Mission Critical Functions List**

**Mission Critical Functions:**

We are asking here for a list of critical functions that must be performed immediately following a disaster for department operations to continue. Here are some typical examples:

|  |  |
| --- | --- |
| * Research
 | * Facilities repair
 |
| * Purchasing
 | * Grant accounting
 |
| * Paying employees
 | * Providing meals for residents of university housing
 |

Use the following guidelines to rate the level of criticality for mission critical functions and departmental information technology applications.

**Critical 1** - Cannot pause. Necessary to life, health, security. (Possible example: police dispatch system).

**Critical 2** - Failure will lead to imminent & very serious consequences. (Possible examples: data networks, email system, patient scheduling system, medical records system)

**Critical 3** - Can endure a pause, but ONLY for a short time. Must be recovered by some time sooner than 30 days. (Possible examples: financial system, payroll system, HR system, research administration systems, student systems, library systems, courseware).

**Deferrable** - Important, but we can function without this system for more than 30 days. (Possible examples: calendaring application, document imaging system, budget preparation software.)

For additional sections, click on the table, then the (+) at the bottom right. To remove extra fields that were added, right click on the added table, and click delete item.

|  |  |
| --- | --- |
| **Mission Critical Function** (fill in the blank) | **Level of Criticality** (Critical 1, Critical 2, Critical 3, or deferrable) |
|  |  |