

INTERNET FAILOVER PLANNING CHECKLIST



Executive Tool for Connectivity Continuity

Built for business leaders and network decision-makers. Use this checklist to ensure internet continuity during outages.



How to Use

1. Takes 20–30 minutes
2. Check each box that applies
3. Count the total number of checked items
4. Identify connectivity and risk exposure

1

Internet Redundancy Strategy

- Document current primary internet provider
- Identify alternative ISP options available
- Define automatic vs manual failover approach
- Document failover trigger conditions
- Record failover testing schedule
- Include failback procedures

3

Network Infrastructure Preparation

- Configure routers for multiple WAN support
- Document routing rules for failover path
- Set static vs dynamic routing preferences
- Ensure hardware supports failover protocols
- Record device firmware versions
- Document failover logs location

2

Bandwidth & Capacity Planning

- Confirm secondary link bandwidth meets needs
- Test combined bandwidth for peak hours
- Evaluate impact of reduced capacity during failover
- Document acceptable performance thresholds
- Identify critical applications needing priority
- Record performance expectations

4

Failover Testing & Validation

- Test automatic failover regularly
- Simulate primary link failures periodically
- Validate connectivity after failover events
- Document key test results and issues
- Identify recurring failure patterns
- Confirm stakeholders receive test reports



5

Alerts & Monitoring

- Enable real-time internet connectivity alerts
- Monitor latency and packet loss continuously
- Record downtime duration automatically
- Set alert channels (SMS, email, dashboard)
- Review alert accuracy regularly
- Escalate repeated connectivity failures

6

Support & Response Planning

- Document failover support contacts (ISPs)
- Define internal response procedures
- Assign owner for failover execution
- Test support escalation process
- Train staff on manual failover steps
- Review support performance quarterly



Scoring Model

- Count the total number of checked items
- Total Possible Score: 36
- 0–12 → High Risk
- 13–29 → Moderate Risk
- 30–36 → Continuous Connectivity Ready



Immediate Red Flags

- No failover documented
- No bandwidth evaluation for secondary link
- No automatic monitoring configured
- Failover tests never conducted
- No support escalation path
- No failback procedures written



Next Step

If your score indicates exposure, schedule an Internet Failover Readiness Review.

[Internet Failover Readiness Review](#) 