OUR DISASTER RECOVERY PLAN GOES SOMETHING LIKE THIS...

SOMEDAY WE HOPE TO HAVE A BUDGET.
Continuity of Operations Planning

COOP: there it is

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Presentation Overview

Purpose: Why make the effort
Elements: What’s essential
Process: Start to finish
Purpose: Why bother

- Earthquakes
- Floods
- Severe weather
- Building fires
- Civil disturbance
- Gas leaks
- Hackers
- Strikes
Purpose: Why bother

Businesses:
• Re-open quickly or never re-open
• Affirm commitment to customers, staff + community
• Insurance doesn’t cover everything
• Disasters are an opportunity
Purpose: Why bother

Government:
- Constituents depend on you
- Speed community recovery
- Advance equity
- Disasters are defining events
A plan to continue essential functions:

• systematic analysis of agency programs including support functions OR

• business impact analysis
Elements: What’s essential

- Life safety and health
- Property and data protection
- Economic losses
- Legal liability
- Public confidence
Elements: What’s essential

- RTO - Recovery time objectives for processes
- RPO - Recovery point objectives for data
Elements: What’s essential

Employees

• three deep
• avoid over-reliance
• consider residency
• inform employees at hire
Components: what’s essential

Communications
• internal and external
• pre-scripted + tested
• consider technology outages
Facilities

• Back-up sites
• Work from home
• Hardening an existing location
Components: what’s essential

Vital records
• Immediately accessible
• Eventually accessible
Resources + Equipment
- Group things (PPE, office supplies)
- Consider consumables like fuel
Elements: What’s essential

Interdependencies
• Contractors
• Service partners
Orders of succession: assume authority
Delegations of authority: assist authority
Elements: What’s essential

Narrative
• Triggers
• Timeline

• Teams
• Procedures
Process: Start to Finish

Build a planning team
Process: Start to Finish

Plan to plan
Process: Start to Finish

Identify essential functions / processes
Choose a scenario (or two)

Disasters that happened 1954-2014

- Severe Storm
- Fire
- Flood
- Hurricane
- Tornado
- Snow
- Severe Ice Storm
- Typhoon
- Drought
- Earthquake
- Other
- Coastal Storm
- Freezing
- Toxic Substances
- Fishing Losses
- Volcano
- Mud/Landslide
- Tsunami
- Dam/Levee Break
- Human Cause
- Terrorist
- Chemical
Process: Start to Finish

Work with what you have
Don’t confuse emergency ops and COOP
Share your plan widely
Process: Start to Finish

Try it out
tabletop exercise
call-down drill
work from home
Process: Start to Finish

Promote employee household preparedness
Process: Start to Finish

Do it again next year
Resources

www.portlandoregon.gov/pbem
https://www.fema.gov/planning-templates
https://www.ready.gov/business/implementation/continuity