CONTINUITY OF OPERATIONS PLANNING
Development of Continuity Planning
Emergency Management

- Four phases:
  - Mitigation
  - Preparedness
  - Response
  - Recovery

- Evolved over the past 50 years
Evolution of Emergency Management

Civil defense

Natural disasters

Disaster Resistance (Project Impact)

Homeland Security

Business Continuity
Early phases of Continuity

Addressed...
- Infrastructure
- Information

Focused on...
- Terrorism
- Biological agents
What is Continuity of Operations
Continuity of Operations Planning (COOP)

- Developed to ensure that the university can continue operations of selected functions under a broad range of circumstances
  - An interchangeable term with Business Continuity
  - Provides guidance on how to handle operations with limited resources (infrastructure, facilities, personnel)

- Continuity plans are required for the university
  - Regulatory compliance
  - Directive by FEMA for emphasis on COOP plans
COOP in the Emergency Management Cycle

- Mitigation
- Preparedness
- Recovery
- Response
- Continuity of Operations

Emergency/Disaster

University of North Carolina Wilmington  November 9, 2010
Sample of Emergencies / Disasters

Hurricanes
- Infrastructure Loss
- Building Loss
- Personnel Loss (Access)

Severe Weather (Flooding / Tornados)
- Infrastructure Loss
- Building Loss

Pandemic Influenza
- Personnel Loss
  - Could be long term or short term

Gas Leak
- Infrastructure Loss
- Building Loss

Server Crash / Incident in Hoggard
- Infrastructure Loss

Food Poisoning
- Personnel Loss
  - Short term incident
Plan Implementation

- Hazard Vulnerability Assessment
- Mitigation Plans
- Emergency Response Plans
- Continuity of Operations Plans
- Disaster Recovery Plans
COOP Program
Components of the Program

- Education and Outreach
  - Overview Presentation
  - Group Workshops
- Planning
  - Template
  - Review Process
- Collaboration
  - Integrate information
  - Development of a University COOP
Program Education and Outreach

- Program Overview
  - Lumina Theater in the Fisher Student Center
  - Tuesday, November 9, 2010
  - Two (2) Sessions Offered
    - 9:00 a.m. until 10:15 a.m.
    - 10:30 a.m. until 11:45 a.m.

- Workshops
  - Start in December
  - 1-2 a month
  - Held through March
Group Workshops

- One-on-one assistance in plan completion
- Collaboration with other departments

First Round
- Wednesday, December 8th
- Friday, December 10th

Sign up by contacting Emergency Management
Planning Template

- Form Design
- Scalable

- Components
  - Objectives
  - Dependencies
  - Resources
  - Facilities
  - Personnel
Types of Impacts to the University

Loss of Infrastructure / Facilities

Loss of Staff

ITSD

Power

Buildings/Facilities

40% Available

30% Confirmed Sick

30% Unavailable

University of North Carolina Wilmington  November 9, 2010
The emergency / disaster could impact a single department to the entire campus.

The duration of the impact could be from hours to months.

Less than 48 hours

Less than 2 weeks

Longer than 1 month
Template Completion Process

- Review the template
- Gather data
- Attend workshop
- Submit template
- Draft reviewed
- Revisions made
- Final template
- Data from templates gathered for UNCW plan
Goal

- Department information: March 1, 2011
- Draft COOP: April 30, 2011
- Final Draft: June 30, 2011
Questions?

Kevin Madsen, Emergency Manager

Contact Information
Office: (910) 962-7874    Email: madsenk@uncw.edu