

especially when these services involve public safety and health. The survival of State services may depend on the quality and comprehensiveness of a COOP plan.

COOP Planning Objectives

The seven specific objectives of COOP planning are:

- To ensure the continuous performance of an agency's essential functions during an emergency.
- To ensure the safety of employees.
- To protect essential equipment, records and other assets.
- To reduce disruptions to operations.
- To minimize damage and losses.
- To achieve an orderly recovery from emergency operations.
- To identify relocation sites and ensure operational and managerial requirements are met before an emergency occurs.

Federal Preparedness Circular (FPC) - 65 is an exceptional resource for all state agencies.

North Carolina Emergency Management expects that all State Executive Branch Agencies will adhere to the considerations in FPC – 65 (some are listed below) and in this document when developing the COOP plans required by Executive Order.

COOP Planning Considerations

Federal Preparedness Circular (FPC) - 65 describes planning considerations and requirements for COOP Plans. Accordingly, all Federal Executive Branch agencies are expected to:

- Be capable of implementing their COOP plans with and without warning.
- Be operational not later than 12 hours after activation.
- Be capable of maintaining sustained operations for up to 30 days.
- Include regularly scheduled testing, training and exercising of personnel, equipment, systems, processes and procedures used to support the agency during a COOP event.
- Provide for a regular risk analysis of current alternate operating facilities.