



E/L0550 Continuity of Operations Planning

Course Info

Program Description: This course is based on the guidance to the Federal Executive Branch departments and agencies for developing Continuity of Operations (COOP) Plans and Programs. COOP Plans facilitate the performance of essential functions during any situation which may disrupt normal operations. This course provides the skills and knowledge to improve the overall quality and workability of COOP Plans.

Selection Criteria: Participation is open to Federal, state, local, territorial, and tribal government employees responsible for managing a COOP Program.

Course Objective:

- Correctly recognize the background and policy regarding continuity that affects development of continuity plans for reference in plan development.
- Develop a strategy to create a continuity plan using available requirements, guidance, and tools.
- Recognize and incorporate all the key elements of a viable continuity capability into an outline for their continuity plan.
- Explain the four phases of continuity and relate their application to the continuity planning process in your organization.
- Recognize factors that affect plan maintenance and distribution strategies based upon factors identified through best practices, requirements, and guidance.
- Demonstrate knowledge of key concepts and strategies for developing, implementing, and updating a continuity plan and adhering to requirements and guidance by passing the final exam with a score of at least 70%.

Course Length: 24 hours

Prerequisite: IS0547.a, Introduction to Continuity of Operations; or E0548, Continuity of Operations Planning Program Manager Train-the-Trainer Course.

Each participant is required to email a scanned FEMA 119-25-1, prior to the first day of the course:

- ✓ Submit a completed FEMA FORM 119-25-1 to (continuity@caloes.ca.gov)

To obtain a FEMA Form 119-25-1, go to:

<http://www.training.fema.gov/apply/119-25-1.pdf?v=20140204>

- ✓ THE FEMA FORM 119-25-1 MUST INCLUDE THE PARTICIPANT'S FEMA STUDENT IDENTIFICATION (SID) NUMBER.

To obtain a SID number, go to: <https://cdp.dhs.gov/femasid>

Date: Sep 23-25, 2019

Time: 8:00am-5:00pm

Class Location:

San Diego UASI
Environmental Bldg.
9601 Ridgehaven Court
San Diego, CA 92123

([Map It](#))

Register: ([E/L 0550](#))

For more information regarding this or other courses we offer, please call: (916)-845-8829 Email us at: continuity@caloes.ca.gov

Find us online by visiting: www.caloes.ca.gov/CSTI

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