



Continuity of Operations (COOP) Planning: Additional Resources

Ready.gov Web Site

- <http://www.ready.gov/business/plan/planning.html>

Department of Agriculture

- <http://teamnnutrition.usda.gov/>

FEMA

- Continuity Guidance Circular 1 (CGC 1)
http://www.fema.gov/pdf/about/org/ncp/cont_guidance1.pdf
- Continuity Assistance Tool (CAT)
<http://www.fema.gov/pdf/about/org/ncp/cat.pdf>
- National Security Presidential Directive-51/Homeland Security Presidential Directive-20 (NSPD-51/HSPD-20)
http://www.fema.gov/pdf/about/org/ncp/nspd_51.pdf
- National Continuity Policy Implementation Plan
<http://www.fema.gov/pdf/about/org/ncp/ncpip.pdf>

Continuity guidance, templates, policy, training and exercise information is accessible at the National Continuity Programs Directorate, Continuity of Operations Division website address:
<http://www.fema.gov/about/org/ncp/coop/training.shtm>.

FEMA's Emergency Management Institute's Independent Study Courses

- IS-520 - Introduction to Continuity of Operations Planning for Pandemic Influenzas
<http://www.training.fema.gov/EMIWeb/IS/is520.asp> (1 hour)
- IS 546 - Continuity of Operations Planning Awareness
<http://training.fema.gov/EMIWeb/IS/is546.asp> (1 hour)
- IS 547 - Introduction to Continuity of Operations Planning
<http://training.fema.gov/EMIWeb/IS/is547.asp> (5 hours)
- IS 548 - Continuity of Operations (COOP) Program Manager
<http://training.fema.gov/EMIWeb/IS/IS548.asp> (4 hours)

FEMA's Emergency Management Institute's Resident Study Courses

- B/E/L 548: Continuity Managers Train-the-Trainer Course (3 days)
- B/E/L 550: Continuity Planners Train-the-Trainer Workshop (3 days)



Continuity of Operations (COOP) Planning: Additional Resources

Professional Continuity Practitioner

Continuity Excellence Series – Level I:

- IS 546: COOP Awareness Course
- IS 547: Introduction to COOP
- IS 242 or equivalent E/L course: Effective Communication
- E/L 548: COOP Manager's T-t-T Course or E/G/L 549: Continuity of Operations (COOP) Program Manager Course or UM Courses
- E/L 550: COOP Planner's T-t-T Workshop
- IS 100: Intro to Incident Command System (ICS) or ICS 100: Introduction to Incident Command System (ICS) or ICS 200: Incident Command System (ICS) for Single Resources and Initial Action Incidents
- IS 230 or equivalent E/L course: Principles of Emergency Management
- IS 700.a: Intro to National Incident Management System (NIMS) or IS 700
- IS 800-B: A National Response Framework (NRF), An Introduction
- E 136 or IS 139: Exercise Development Course/Exercise Design Course/or COOP Exercise Design/Development T-t-T Course
- Complete attendance in continuity exercise Determined Accord
- ** NARA/CoSA Vital Records Training (optional, recommended)

Master Continuity Practitioner

Continuity Excellence Series – Level II:

- Applicants must attain a Continuity Excellence Series – Level I, Professional Continuity Practitioner
- IS 130: Exercise Evaluation and Improvement Planning or E132 (limited to EMI Resident MEPP candidates) or G130: Exercise Evaluation
- IS 240 or equivalent E/L course: Leadership and Influence
- E/L 551: Devolution Training
- E/L 156: Building Design for Homeland Security T-t-T Course for Continuity of Operations or E/L 155: Building Design for Homeland Security
- E/L 262: Instructional Delivery for Subject Matter Experts or G265: Instructional Delivery Skills (formerly G261: Instructional Presentation Skills)
- *** Instruct COOP Manager's T-t-T Course
- *** Facilitate COOP Planner's T-t-T Workshop
- *** Written Comprehensive Exam (150 questions) – Applicants are eligible to take the comprehensive exam once they have met all other Level II requirements.

Continuity Practitioner Certificates

The FEMA Emergency Management Institute (EMI) will issue all certificates. Contact information on certifications, applications or questions can be found at:

<http://www.fema.gov/about/org/ncp/coop/training.shtm>.