



Crisis Preparedness: Assessment and Exercise

Ethiprax Associates, LLC
for The University of California 8/27/2010

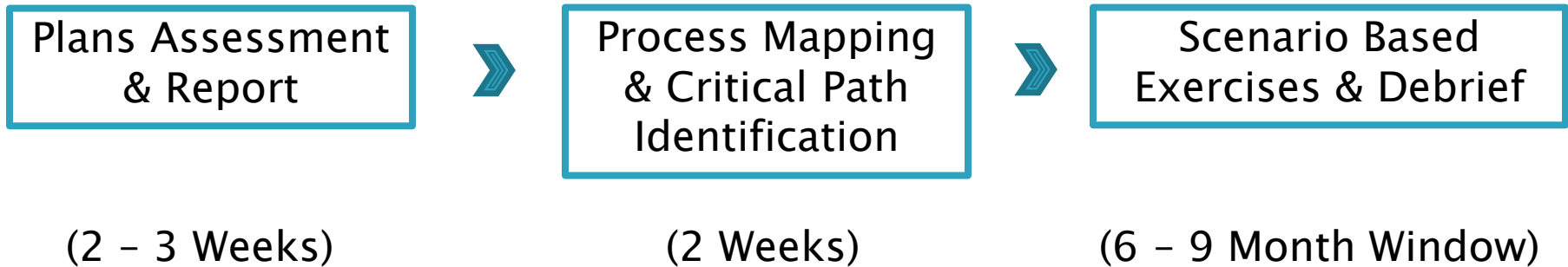
Ethiprax Crisis Preparedness

Services Include:

Risk Assessment & Mitigations Planning
Situational Preparedness, Business
Continuity & Recovery Assistance
Preparedness Assessment & Exercise
Leadership Team Training

Preparedness Assessment & Exercise: 3 – 12 Month activity

Sample Engagement Process



Process Mapping & Critical Path Identification

- Process Map identifies strengths, weaknesses, and opportunities in preparedness plans and processes
- Critical Path (CP): those activities and sequencing which are essential to effective crisis management, business continuity, and recovery
- CP Elements form the basis of exercise scenarios

Competency in *Critical Path* is the objective of exercises

Assessment Work Plan

- Survey select crisis management, business continuity, and recovery stakeholders
- Benchmark plans against requirements and standards of practice
- Review Records
- Interview as determined by scope of work
- Discuss findings with client
- Work Product: Assessment Report

Scenario Based Exercise Program

- Exercise Program
 - 3 events in a 6 – 9 month window
 - Scenario(s) driven
 - Resource smart: involves those necessary, routine work continues
- Essential to credible, effective preparedness
 - Builds competency
 - Establishes realistic expectations
 - Drives continual improvement
- A sampling approach: Critical Path elements of plan are exercised

Objectives: Low Intensity, High Effect, Collective Competency

Typical Exercise Components

Exercise I – Crisis Management (1–2 days)

- Scope: initial alert and crisis management
- Communications emphasized
- Highest value exercise positioned up-front
- Debrief and summary

Exercise II – Business Continuity (Real Time)

- Scope: business continuity
- Participants group expanded
- Real Time: actual time to run processes is incorporated
- Debrief and summary

Exercise III – Recovery (1–2 days)

- Scope: Demobilization, transition to routine
- Participants from each exercise invited to After Action Debrief
- After Action summary provided

Typical Project Calendar

December: Engagement Finalized, Program Agreement Signed

Mid-January: Program Kick-off Meeting (2 Hours), Begin Plans Assessment

EOM January: Deliver Plans Assessment Report

Mid-February: Process Mapping & Critical Path Identification

EOM February: Exercise Scenario(s) Developed and Exercises Scheduled

Mid March: Exercise I, Initial Alert & Crisis Management

EOM March: Debrief, Conclusions and Proposed Improvements

Mid-July: Exercise II, Business Continuity

EOM July: Debrief, Conclusions and Proposed Improvements

Mid-November: Exercise III, Recovery

Early December: Debrief, After Action Conference and Report

Detailed Planning + Training + Realistic Exercise = Preparedness