

Capitol Region Emergency Planning Council

CONTINUITY of GOVERNMENT PLAN

April 17, 2014

1. Purpose

The purpose of the Capitol Region Emergency Planning Council (CREPC) continuity of government plan (COG) is to identify how CREPC's regional constitutional responsibilities will be preserved, maintained, and reconstituted in the event of a major emergency or disaster in the Capitol Region of the State of Connecticut.

2. Scope, Authority and Concept of Operations

The only essential function required (scope) of CREPC during any disaster is to provide communication and coordination of emergency response activities for the municipalities and agencies in the Capitol Region of Connecticut.

The authority of this plan is based on the constitutional requirements of the Region 3 Regional Emergency Planning Team (REPT) By-laws (January 16, 2014), Page 5, Article VI, Officers and Duties and the Region 3 Emergency Support Plan 03-2013.

The concept of operations is guided operationally by the Revised 2013 Regional Coordination Center Concept of Operations Handbook 09-2010, Appendix M, RCC Mobile Operations and by the CREPC RESF 5 Duty Officer Guidebook Rev 4-2011.

3. Situation and Assumptions

This plan is based on a situation where a major emergency/disaster has occurred and the CREPC leadership has been severely comprised, either partially or totally as a result.

Several basic assumptions have been applied to the plan as follows:

- The chairman of CREPC (or his/her designee) has overall leadership responsibility for all CREPC duties and responsibilities.
- The continuation of essential CREPC functions for the Capitol Region must be maintained at the basic level.

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4. Functional Roles/Responsibilities, and Line of Succession

The functional roles and responsibilities for all internal positions are as described in the Region 3 Regional Emergency Support Plan 03-2012 (RESP) in the appropriate RESF Section with each required leadership position is filled three deep for extended coverage.

This continuity of government (COG) plan identifies the Capitol Region Emergency Planning Council's (CREPC) line of succession.

The line of succession for the leadership of CREPC begins with the chairperson and continues as follows:

- CREPC Chairperson
- CREPC 1st Vice-Chairperson
- CREPC 2nd Vice-Chairperson
- ESF 5 Emergency Management Chairperson
- ESF 13 Public Safety and Security Chairperson
- ESF 4 Fire Protection Chairperson

5. Delegation of Emergency Authority

Delegation of emergency authority is automatic based on this document regardless of the reason for the chairperson's inability to perform the duties described in the Region 3 Regional Emergency Planning Team Bylaws January 16, 2014, Page 5 Article VI Officers and Duties.

6. Logistical and Administrative Support

Logistical and administrative support shall be provided in accordance with the Continuity of Operations Plan (COOP) Section 5 Essential Positions and Process, dated April 17, 2014; Section 8 Mobile Facility, and Section 9 Fiscal Requirements.

7. Command and Control

CREPC's command and control extends only to its ability to perform the essential function of communication and coordination activities that assist the municipalities in addressing their needs to mitigate a response.


8. Continuity of Operations Plan Maintenance

The chairman of CREPC (or his/her designee) is the responsible official for the maintenance of the continuity of government plan. This plan shall be reviewed annually and updated as often as necessary when any factor, policy or procedure impacts the execution of the plan.

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The Capitol Region Emergency Planning Council (CREPC) must ensure its operations are performed efficiently with minimal disruption, especially during an emergency. This document provides planning and program guidance for implementing the CREPC Continuity Plan and programs to ensure the organization is capable of conducting its essential missions and functions under all threats and conditions.

Signature:


Bruce Lockwood Chairperson

4/17/2014
Date

Record of Changes/Updates

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