

# PROFESSIONAL PRACTICES FOR BUSINESS CONTINUITY PLANNERS: COORDINATION WITH EXTERNAL AGENCIES

## **SUBJECT AREA 10: COORDINATION WITH EXTERNAL AGENCIES**

Establish applicable procedures and policies for coordinating response, continuity, and restoration activities with external agencies (local, state, national, emergency responders, defense, etc.) while ensuring compliance with applicable statutes or regulations.

### **A. The Professional's Role is to:**

- 1. Identify and Establish Liaison Procedures for Emergency Management**
- 2. Coordinate Emergency Management with External Agencies**
- 3. Maintain Current Knowledge of Laws and Regulations Concerning Emergency Management** as it pertains to a particular organization

### **B. The Professional Should Demonstrate a Working Knowledge in the Following Areas:**

- 1. Identify Applicable Laws and Regulations Governing Emergency Management**
  - a. Gather/identify sources of information on applicable laws and regulations (disaster recovery, environmental cleanup, business resumption, etc.) and determine their impact to own organization and/or industry
  - b. Identify statutory requirements for the industry in which the organization participates
- 2. Identify and Coordinate with Agencies Supporting Business Continuity aims**
  - a. Identify and develop procedures with external agencies providing disaster assistance (financial and resources) to manage the ongoing relationships as appropriate
  - b. Work with statutory agencies to conform to legal and regulatory requirements as appropriate
- 3. Develop and Facilitate Exercises with External Agencies**
  - a. Establish exercise objectives annually
  - b. Coordinate and execute exercises
  - c. Debrief and report on exercise results, including action plans for revisions