The CPG Initiative

The CPG Initiative is an effort by FEMA to enhance and modernize planning and form a national planning structure by:

- Defining national planning doctrine
- Revising existing planning guidance in a way that conveys an uncomplicated understanding of what constitutes an effective emergency operations plan
- Providing new guidance that reflects the current operational environment and incorporates all homeland security missions
- Clearly showing that planning is process that integrates, coordinates, and synchronizes operations at all levels
The CPG Initiative

- CPG 101 development began in late 2006 with decision to revise State and Local Guide (SLG) 101

- Vision
  - CPG 101 is the foundation for state, territorial, tribal, and local emergency planning in the United States
  - Supplemental CPGs provide more detailed planning concepts and guidance for specific functions and hazards
  - The entire set of CPGs will be made available online as they are released
**Introduction and Overview**

1. **The Basics of Planning**
   - Planning Fundamentals; Planning Considerations

2. **Understanding the Planning Environment: Federal, State, and Local Plans**

3. **Format and Function: Identifying the Right Plan for the Job**
   - The Emergency Operations Plan; Structuring an Emergency Operations Plan; Using Planning Templates; Additional Types of Plans; Emergency Operations Plan Content

4. **The Planning Process**
   - Steps in the Planning Process

**Appendices**

A. Authorities and References
B. List of Acronyms and Glossary
C. EOP Development Guide
D. Suggested Training
What’s New in Version 2.0?

- Structural Changes
  - Re-titled document to *Developing and Maintaining Emergency Operations Plans*
  - Reorganized and renamed chapters to improve document organization and flow
  - Tracking graphic added to Chapter 4 pages to aid in using the planning process

- Content Changes
  - Reduced length of document more than 30% and removed “brands” to minimize impact of future policy directives
What’s New in Version 2.0?

- Content Changes
  - Shifted primary focus to EOP development
  - Expanded “How to Use This Guide” section to explain the flow of the document and the role of the Appendix C checklist
  - Added concept of **community-based planning**—engaging the whole community by using a planning process that both represents the actual population of the community and by involving community leaders in the planning process
  - Increased references to planning for functional and access needs, children, and household pets/service animals
  - Improved discussion on risk assessment
CPG 101 Primary Themes

- Common Planning Process
- Community-Based Planning
- Risk-Informed Planning
- Integration and Synchronization of Plans
Principles of Planning

- Planning must be community-based, representing the whole population and its needs.
- Planning must include participation from all stakeholders in the community.
- Planning uses a logical and analytical problem-solving process to help address the complexity and uncertainty inherent in potential hazards and threats.
- Planning considers all hazards and threats.
- Planning should be flexible enough to address both traditional and catastrophic incidents.
- Plans must clearly identify the goal, mission, or desired end-state.
Principles of Planning

- Planning depicts the anticipated environment for action.
- Planning does not need to start from scratch.
- Planning identifies tasks, allocates resources to accomplish those tasks, and establishes accountability.
- Planning includes senior officials throughout the process to ensure both understanding and approval.
- Time, uncertainty, risk, and experience influence planning.
- Effective plans tell those with operational responsibilities what to do and why to do it, and they instruct those outside the jurisdiction in how to provide support and what to expect.
- Planning is fundamentally a process to manage risk.
- Planning is one of the key components of the preparedness cycle.
Process Focus vs. Plan Focus

- Planning is all about building relationships and establishing links between involved groups.
- The process must involve more than producing the “tangible” product:
  - Educating citizens and involving them in the process
  - Information sharing
  - Exercising, rehearsing, running simulations
  - Formalizing support (MOA/MOU)
  - Obtaining, maintaining, positioning material resources
  - Updating as materials, strategies, dangers, hazards, etc., change
- However, the tangible product is equally important.
Plan Integration

- Vertical and Horizontal Plan Integration
  - Purpose is to avoid having clusters of planners who have little contact with each other
  - From an organizational view, planning has to involve all groups with a managing role in disaster response, including non-local groups
  - National-, regional-, and community-level disaster planning efforts need to be consistent and reinforcing of each other
  - Integration is nothing more than relationship building
    - One’s own group needs to know what is expected of it and what to do
    - Each group must also know how others intend to respond
    - Counterpart roles must be clear to facilitate coordination
The Planning Process

**STEP 1** Form a Collaborative Planning Team
- Identify Core Planning Team
- Engage the Whole Community in Planning

**STEP 2** Understand the Situation
- Identify Threats and Hazards
- Assess Risk

**STEP 3** Determine Goals and Objectives
- Determine Operational Priorities
- Set Goals and Objectives

**STEP 4** Plan Development
- Develop and Analyze Course of Action
- Identify Resources
- Identify Information and Intelligence Needs

**STEP 5** Plan Preparation, Review, and Approval
- Write the Plan
- Review the Plan
- Approve and Disseminate the Plan

**STEP 6** Plan Refinement and Execution
- Exercise the Plan
- Review, Revise, and Maintain the Plan
All-Hazards, Risk-Informed Approach

Natural Hazard
- "Act of God"
- Non-Adaptive
- Mitigate
- Flood, Hurricane, Tornado, Epidemic

Technological Hazard
- Engineering Controls
- Non-Adaptive
- Mitigate
- Dam Failure, Hazardous Materials, Radiological

Human-Caused Threat
- Deliberate Act
- Adaptive
- Prevent & Protect
- Terrorism, Cyber Events, School Violence
Risk-Informed Planning

- CPG 101 integrates risk management into Step 2 of the planning process (Understand the Situation)
- Assessment of capabilities and hazards should be from the point of view of risk
- Assessing risk allows for planners to make informed decisions on the use of limited resources and capabilities
Community Engagement

- Planning that is for the whole community and involves the whole community is crucial to the success of any plan.

- Communities
  - Jurisdiction-Based
    - Towns
    - Cities
  - Social Organization-Based
    - Faith-Based Organizations
    - Volunteer Organizations
    - Recreational Organizations
    - Individual Neighborhoods
Community Engagement

- **Hazards**
  - Members of the community know the natural, technological, and man-made hazards that exist in their community.

- **Population**
  - As a geographic community can include many social communities, it is important to engage the citizens to get a picture of what populations are represented. Planners need to know where these populations are located and what needs they may have.

- **Capabilities**
  - Social communities bring a host of capabilities that can be used to respond to a disaster, while corporations can provide material support and are a community in and of themselves.
Community Engagement

- Existing community-based programs are worth connecting to because trusted relationships have already been established between these offices and the community and further initiatives can capitalize on this goodwill.
- The community profiling process will identify existing programs and contracts.
- Being familiar with current events and programs in the community will help identify barriers and opportunities for engagement.
Community Engagement

- Community leaders need to trust that planners will support the work of the community and not dictate solutions for their issues. If communities don’t trust that this will happen, they may choose to disengage.
- Working with leaders in the community to establish the type and level of engagement is critical.
- Leaders may be people who have an official position within the community or simply the “doers” in the community that have the ability to create the momentum needed for engagement activities. The best person to establish a partnership with will only be identified after getting to know the community well.
Questions