

About Booz Allen

Booz Allen Hamilton is a leading provider of management and technology consulting services to the US government in defense, intelligence, and civil markets, and to major corporations, institutions, and not-for-profit organizations. Booz Allen is headquartered in McLean, Virginia, employs more than 25,000 people, and had revenue of \$5.59 billion for the 12 months ended March 31, 2011. (NYSE: BAH)

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Continuity of Operations Planning

Today's changing threat environment, and the potential for no-notice emergencies, including localized and widespread acts of nature, accidents, technological emergencies, and military- or terrorist-related incidents, have increased the need for robust continuity of operations (COOP) capabilities that enable agencies to continue their essential functions across a broad spectrum of emergencies. Federal guidance requires organizations to develop plans for ensuring the uninterrupted execution of essential functions under all circumstances. Government organizations need help developing and implementing viable COOP programs to meet this requirement. Specifically, organizations need help developing the appropriate policies, processes, and procedures for implementing their COOP program.

Booz Allen Can Help You Be Ready for What's Next

Booz Allen Hamilton, a leading strategy and technology consulting firm, can help your organization develop a COOP program and plan to mitigate risks and ensure your organization can accomplish its essential functions in an all hazards environment. We have deep expertise in COOP planning. Our experienced professionals have helped a wide variety of clients with COOP plans. Booz Allen's proven methodology focuses on identifying essential functions and developing plans to ensure that the resources are available for their uninterrupted execution.

Developing and Implementing a Viable COOP Program

Booz Allen provides a proven approach for developing and implementing an effective continuity capability. As defined in Federal Continuity Directives 1 and 2, an effective COOP program must account for the following key elements:

- Essential functions
- Orders of succession
- Delegations of authority
- Continuity facilities
- Continuity communications
- Vital records management
- Human capital
- Test, training, and exercise
- Devolution of control and direction
- Reconstitution.

Ready for what's next. www.boozallen.com

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delivering results that endure

As the first step in developing a viable COOP program, Booz Allen helps identify and validate mission essential functions. Based on the organization's mission-essential functions, we help clients identify orders of succession, delegations of authority, alternate operating facilities, and resources needed at the alternate facilities to execute essential functions. To validate an organization's COOP capability, Booz Allen helps develop and implement annual COOP test, training, and exercise (TT&E) plans. Once validated, we assist in routine maintenance activities such as hosting COOP working groups, updating COOP recall rosters, testing equipment at alternate operating facilities, hosting COOP training and awareness events, and planning for COOP exercises. This solution results in a COOP program that will ensure the continuity of an organization's essential functions against a broad spectrum of emergencies.

Our COOP Planning Engagements

Booz Allen has helped many clients develop and implement effective COOP programs, including the following:

Federal Emergency Management Agency (FEMA). Booz Allen provides comprehensive continuity support to FEMA in national continuity policy development, national continuity exercise support, and continuity readiness program development.

Internal Revenue Service (IRS). Booz Allen provides support to a variety of IRS continuity activities, including the development of the IRS Headquarters COOP Plan, identification of critical IRS business processes, supporting requirements, recovery priorities, and the support of IRS participation in national-level exercises.

Defense Finance and Accounting Service (DFAS). Booz Allen assists the DFAS Office of Contingency Planning in developing a first class business continuity program, in accordance with Federal and DoD continuity guidelines. Our support includes developing an enterprise-wide Continuity Planning policy, site-specific COOP plans, and functional business line continuity plans. To ensure plan viability, we also assist in developing and executing a comprehensive test, training, and exercise program to validate BCP and COOP plan effectiveness.

Whether you're managing today's issues or looking beyond the horizon, count on us to help you be ready for what's next.