



Continuity of Operations (COOP) Plan Development Wisconsin Legislature

Timeline

Draft 7/29/08

Stage/Step	Target Date	Status
Stage 1 – Identify Business Services <ul style="list-style-type: none"> ▪ Step 1 - Identify Key Business Drivers ▪ Step 2 - Identify Services & Initial Recovery Time Objective (RTO) ▪ Step 3 - Identify Processes & Functions 	March 2007	Stage 1 -- Completed
STAGE 2 – Identify Dependencies, Tasks & Resources <ul style="list-style-type: none"> ▪ Step 4 - Train agency planners on Steps 5 – 9 ▪ Step 5 - Identify Dependencies ▪ Step 6 - Identify Tasks ▪ Step 7 – Identify Resources ▪ Step 8 - Identify Communications & Coordination Actions ▪ Step 9 - Identify Recovery Strategy ▪ Step 10 –Develop Base Plan 	Complete Stage 2 -- October 2008	Training Completed Draft plan completed: LAB, SCC, ACC, LRB, LC Others are in-process
STAGE 3 – Identify Service & Agency Recovery Timeline <ul style="list-style-type: none"> ▪ Step 11 –Train agency planners on Steps 12 – 15 ▪ Step 12- Reconcile Recovery Timeline for Service ▪ Step 13–Develop Recommended Priorities/Agency Recovery Timeline ▪ Step 14–Determine Priorities/Agency Recovery Timeline 	Complete Stage 3– November 2008	
STAGE 4 – Construct, Review & Approve Plan <ul style="list-style-type: none"> ▪ Step 15- Complete Service & Support Service Templates ▪ Step 16– Refine Base Plan ▪ Step 17– Review by Speaker and Sen. Maj. Leader ▪ Step 18– Review by Sen. and Asm. Org. Comtes. ▪ Step 19– Plan Approval by JCLO 	Legislative Service Agencies & Legislative Base Plan Complete – March 2009	