

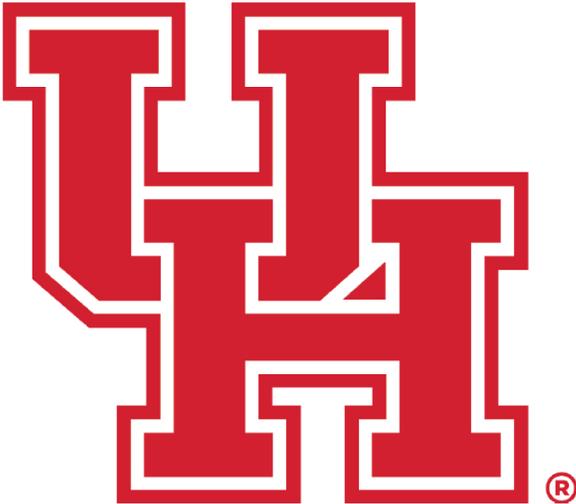
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Full versions available upon request and approval.



Department Continuity of Operations Plan Template

Facilities Services

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Full versions available upon request and approval.



Department Continuity of Operations Plan Template

College/Division Name:

FCM/Facilities Services

Department Name:

Campus Services(Custodial, Solid Waste/Recycling, Moves nd Events, Grounds, Fleet and Auto, Contracts and

Department ID:

H0190; H0510;H0186;H0187;H0188;H0190

College/Division Continuity of Operations Planning Liaison:

David Oliver Sr AVC/AVP Facil/Cnstrct Mgmt, Facilities/Const Mgmt

Date Completed:

03/30/2022

Completion of the Department Continuity of Operations Plan (COOP) Template ensures compliance with [MAPP 06.01.02, Continuity of Operations Planning](#),

Department Leadership Succession (Chain of Command):

Name and title of primary, secondary and tertiary leader for the department.

Primary (Name and Title):

Liliana Simmonds, Director Campus Services

Secondary (Name and Title):

AnaRosa De Los Reyes , AD Campus Services; Katie Alvarenga, AD Contracts and Programs; Shawn Rand, Fleet

Tertiary (Name and Title):

Ryan Williams, Program Manger; Tiffaney Brown, Program Manager

Department Operational Function:

Please indicate below the principle nature of your department's operations (Select all that apply):

Academic/Instructional

Research

Administration

Residential/Student Life

Facilities

Other

Department Objective 1: Describe your top departmental objective.

Primary objective of Campus Services Department is to ensure that essential functions of all component groups/shops are performed throughout, resume quickly and return to normal operations during any period of time defined as Emergency.

Campus Services Group has team members in the Rideout Team (to provide essential support during the emergency event) and all employees within the department are essential personnel (to perform essential function during the recovery work period, to support the campus wide efforts to returning to normal operations for the benefit of he entire campus community).

Department Objective 2: Describe your second departmental objective.

1. To ensure that all vehicles are maintained and kept running and in good condition.
2. To communicate and work with other departments to schedule, service, and return units to each dept/shop.
3. To assist with purchases, records, reporting, fuel and other Fleet services as needed.
4. To ensure all vehicles are registered with the state and current.

Emergency Access to Information Systems:

If access to departments information and systems is essential to the departments' operations in an emergency, briefly describe the emergency access plan below. This may include remote access (or authorization to allow remote access), contacting IT support, Blackboard, off-site data backup, backup files on flash drives, hard copies, or mobile device storage. All data must be protected in Accordance with [SAM 07.A.08, Data Classification and Protection](#). Identify what critical data and records are backed up, whether the backup is stored on-site or off-site. Simulate a failure scenario that tests the ability to recover "lost" critical data. Describe how your department will respond to the destruction of critical data. If telecommuting is an option for one or more of your staff, include the specifics to ensure compliance.

1. Facilities Department electronic data files (building maps, equipment data, etc.) are backed up on Willard Brewster's Office 365 One Drive, with a shared link to all UHSL Facilities personnel.
2. Data referenced above is also backed up on a portable external hard drive located in Facilities Department Manager's office (Bldg 120, Room 100).

Vulnerability/Risk Assessment and Mitigation Strategy:

Considering your objectives, dependencies and essential functions, list below your vulnerabilities, whether or not the vulnerability can be mitigated, and a brief mitigation strategy. The [Critical Interruption Worksheet](#) can assist in identifying your vulnerabilities.

Example:

Vulnerability/Risk

UH Emergency Operations Center depends on internet access to function properly.

Can you mitigate?

- Yes
 No

Mitigation Strategy

1. Hotspot (\$480.00 annually)
2. Request priority access from IT

Vulnerability/Risk

Auto Shop depends on having equipment, tools, and lifts to complete their tasks.

Can you mitigate?

- Yes
 No

Mitigation Strategy

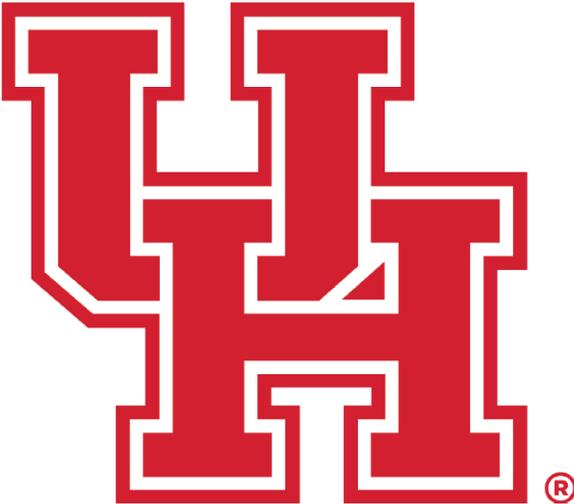
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Resumption of Normal Operations:

Briefly describe your plan to transition back to normal operations.

When employees are able to safely make it in during an emergency we will return to normal business.

Content was removed for privacy considerations.
Full versions available upon request and approval.



Department Continuity of Operations Plan Template

College/Division Name:

Department Name:

Department ID:

College/Division Continuity of Operations Planning Liaison:

Date Completed:

Completion of the Department Continuity of Operations Plan (COOP) Template ensures compliance with [MAPP 06.01.02, Continuity of Operations Planning](#).

Department Leadership Succession (Chain of Command):

Name and title of primary, secondary and tertiary leader for the department.

Primary (Name and Title):

Micheal Knight, Director Facilities Industrial Sites.

Secondary (Name and Title):

Art Vasquez, Skilled Trades Technician

Tertiary (Name and Title):

Humberto Rodrigues, Skilled Trades Technician

Department Operational Function:

Please indicate below the principle nature of your department's operations (Select all that apply):

Academic/Instructional

Research

Administration

Residential/Student Life

Facilities

Other

Department Objective 1: Describe your top departmental objective.

Our number one departmental objective is to ensure personnel health and safety for all individuals and protect the property of the campus during and after emergencies.

Department Objective 2: Describe your second departmental objective.

Our second objective is to minimize equipment failure and production downtime in order to restore orderly functioning of the campus during/after emergencies.

Emergency Access to Information Systems:

If access to departments information and systems is essential to the departments' operations in an emergency, briefly describe the emergency access plan below. This may include remote access (or authorization to allow remote access), contacting IT support, Blackboard, off-site data backup, backup files on flash drives, hard copies, or mobile device storage. All data must be protected in Accordance with [SAM 07.A.08, Data Classification and Protection](#). Identify what critical data and records are backed up, whether the backup is stored on-site or off-site. Simulate a failure scenario that tests the ability to recover "lost" critical data. Describe how your department will respond to the destruction of critical data. If telecommuting is an option for one or more of your staff, include the specifics to ensure compliance.

1. Facilities Department electronic data files (building maps, equipment data, etc.) are backed up on One Drive, with a shared link to all UHSL Facilities personnel.
2. Data referenced above is also backed up on a portable external USB drive located in Facilities Department Manager's office (Bldg 401 Room 110F).

Vulnerability/Risk Assessment and Mitigation Strategy:

Considering your objectives, dependencies and essential functions, list below your vulnerabilities, whether or not the vulnerability can be mitigated, and a brief mitigation strategy. The [Critical Interruption Worksheet](#) can assist in identifying your vulnerabilities.

Example:

Vulnerability/Risk

UH Emergency Operations Center depends on internet access to function properly.

Can you mitigate?

- Yes
 No

Mitigation Strategy

1. Hotspot (\$480.00 annually)
2. Request priority access from IT

Vulnerability/Risk

UH Technology Bridge Facilities does not have a generator.

Can you mitigate?

- Yes
 No

Mitigation Strategy

MIFI Hotspot
Purchase a generator, estimated at 15,000.00

Resumption of Normal Operations:

Briefly describe your plan to transition back to normal operations.

The Facilities Recovery Team supports the campus by assisting the first responders to any emergency situation on campus. Facilities first responders will help ensure the safety of personnel and assess the condition of property.

The Facilities Recovery Team:

Provides assistance by locating personnel that may have sought shelter or may have become injured in the buildings or on the property grounds.

Attend to the needs of personnel with disabilities.

Assess the conditions of any injured person followed by alerting medical personnel if necessary.

Maintain liaison with utility providers to coordinate continuation of services.

Maintain and provide as needed information on building infrastructures , maps, construction descriptions , etc.

Assesses property damage and alert safety/security personnel of status of buildings and whether or not it is recommended to re-enter property or buildings. Contact peer institutions or professional groups for assistance.

Moves or secures vital records/high priority items if it can be done safely. (if applicable)

Once property is secured and declared safe for operations, we will assist tenants with moving back on campus to resume normal activities.

Content was removed for privacy considerations.
Full versions available upon request and approval.



Department Continuity of Operations Plan Template

College/Division Name:

University of Houston, Sugar Land & Katy Instructional Sites

Department Name:

Facilities UH Sugar Land and Katy

Department ID:

H0510

College/Division Continuity of Operations Planning Liaison:

David Oliver

Date Completed:

03/21/2022

Completion of the Department Continuity of Operations Plan (COOP) Template ensures compliance with [MAPP 06.01.02, Continuity of Operations Planning](#).

Department Leadership Succession (Chain of Command):

Name and title of primary, secondary and tertiary leader for the department.

Primary (Name and Title):

Willard Brewster, Facilities Director UHSL & UHK Instructional Sites

Secondary (Name and Title):

Gary Worlds, Skilled Trades Technician 3

Tertiary (Name and Title):

Peregrino Ruben, Skilled Trades Technician 2

Department Operational Function:

Please indicate below the principle nature of your department's operations (Select all that apply):

Academic/Instructional

Research

Administration

Residential/Student Life

Facilities

Other Maintenance & Repair

Department Objective 1: Describe your top departmental objective.

Protect the lives and property of the campus community during/after emergencies.

Department Objective 2: Describe your second departmental objective.

Assist with preserving orderly functioning of the campus during/after emergencies.

Emergency Access to Information Systems:

If access to departments information and systems is essential to the departments' operations in an emergency, briefly describe the emergency access plan below. This may include remote access (or authorization to allow remote access), contacting IT support, Blackboard, off-site data backup, backup files on flash drives, hard copies, or mobile device storage. All data must be protected in Accordance with [SAM 07.A.08, Data Classification and Protection](#). Identify what critical data and records are backed up, whether the backup is stored on-site or off-site. Simulate a failure scenario that tests the ability to recover "lost" critical data. Describe how your department will respond to the destruction of critical data. If telecommuting is an option for one or more of your staff, include the specifics to ensure compliance.

1. Facilities Department electronic data files (building maps, equipment data, etc.) are backed up on Willard Brewster's Office 365 One Drive, with a shared link to all UHSL Facilities personnel.
2. Data referenced above is also backed up on a portable external hard drive located in Facilities Department Manager's office (Bldg 120, Room 100).

Vulnerability/Risk Assessment and Mitigation Strategy:

Considering your objectives, dependencies and essential functions, list below your vulnerabilities, whether or not the vulnerability can be mitigated, and a brief mitigation strategy. The [Critical Interruption Worksheet](#) can assist in identifying your vulnerabilities.

Example:

Vulnerability/Risk

UH Emergency Operations Center depends on internet access to function properly.

Can you mitigate?

- Yes
 No

Mitigation Strategy

1. Hotspot (\$480.00 annually)
2. Request priority access from IT

Vulnerability/Risk

UH Sugar Land Facilities Department depends on Internet access for email, building prints, etc. to function properly.

Can you mitigate?

- Yes
 No

Mitigation Strategy

MIFI Hotspot
Associated data is backed up on Office 365 One Drive and a duplicate copy on an external hard drive located in Bldg 120, Room 100.

Resumption of Normal Operations:

Briefly describe your plan to transition back to normal operations.

The Facilities Recovery Team supports the campus by assisting the first responders to any emergency situation on campus. Facilities first responders will help ensure the safety of personnel and assess the condition of property.

The Facilities Recovery Team:

Provides assistance by locating personnel that may have sought shelter or may have become injured in the buildings or on the property grounds.

Attend to the needs of personnel with disabilities.

Assess the conditions of any injured person followed by alerting medical personnel if necessary.

Maintain liaison with utility providers to coordinate continuation of services.

Maintain and provide as needed information on building infrastructures , maps, construction descriptions , etc.

Assesses property damage and alert safety/security personnel of status of buildings and whether or not it is recommended to re-enter property or buildings. Contact peer institutions or professional groups for assistance.

Moves or secures vital records/high priority items if it can be done safely. (if applicable)

Content was removed for privacy considerations.
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Department Continuity of Operations Plan Template

College/Division Name:

Facilities/Construction Management F/CM

Department Name:

Facilities Services

Department ID:

H0192

College/Division Continuity of Operations Planning Liaison:

Date Completed:

03/30/2022

Completion of the Department Continuity of Operations Plan (COOP) Template ensures compliance with [MAPP 06.01.02. Continuity of Operations Planning](#).

Department Leadership Succession (Chain of Command):

Name and title of primary, secondary and tertiary leader for the department.

Primary (Name and Title):

David Oliver Associate Vice President/Associate Vice Chancellor

Secondary (Name and Title):

Tertiary (Name and Title):

Joujou Zebdaoui Director of Campus Construction Services and Minor In House Construction

Department Operational Function:

Please indicate below the principle nature of your department's operations (Select all that apply):

Academic/Instructional

Research

Administration

Residential/Student Life

Facilities

Other

Department Objective 1: Describe your top departmental objective.

To serve the campus community in an effort to provide safe, comfortable, inviting, attractive, well maintained facilities and grounds in an effort to educate students.

Department Objective 2: Describe your second departmental objective.

To provide in-house construction services for the various departments/faculty/staff we support in enhancing, altering and maintaining the educational spaces, labs and offices.

Emergency Access to Information Systems:

If access to departments information and systems is essential to the departments' operations in an emergency, briefly describe the emergency access plan below. This may include remote access (or authorization to allow remote access), contacting IT support, Blackboard, off-site data backup, backup files on flash drives, hard copies, or mobile device storage. All data must be protected in Accordance with [SAM 07.A.08, Data Classification and Protection](#). Identify what critical data and records are backed up, whether the backup is stored on-site or off-site. Simulate a failure scenario that tests the ability to recover "lost" critical data. Describe how your department will respond to the destruction of critical data. If telecommuting is an option for one or more of your staff, include the specifics to ensure compliance.

Not Applicable to Minor In House Construction because all work task are physically performed on campus.

Vulnerability/Risk Assessment and Mitigation Strategy:

Considering your objectives, dependencies and essential functions, list below your vulnerabilities, whether or not the vulnerability can be mitigated, and a brief mitigation strategy. The [Critical Interruption Worksheet](#) can assist in identifying your vulnerabilities.

Example:

Vulnerability/Risk

UH Emergency Operations Center depends on internet access to function properly.

Can you mitigate?

- Yes
 No

Mitigation Strategy

1. Hotspot (\$480.00 annually)
2. Request priority access from IT

Vulnerability/Risk

MIC Depends on access to all facilities and working utilities within the facilities to perform its duties.

Can you mitigate?

- Yes
 No

Mitigation Strategy

Content was removed for privacy considerations.
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Department Continuity of Operations Plan Template

College/Division Name:

Department Name:

Department ID:

College/Division Continuity of Operations Planning Liaison:

Date Completed:

Completion of the Department Continuity of Operations Plan (COOP) Template ensures compliance with [MAPP 06.01.02, Continuity of Operations Planning](#).

Department Leadership Succession (Chain of Command):

Name and title of primary, secondary and tertiary leader for the department.

Primary (Name and Title):

Mario Carrera, Director, Facilities Maintenance, Research Lab Services, and Preventive Maintenance

Secondary (Name and Title):

Steven Shadow, Assistant Director, Preventive Maintenance

Tertiary (Name and Title):

Department Operational Function:

Please indicate below the principle nature of your department's operations (Select all that apply):

Academic/Instructional

Research

Administration

Residential/Student Life

Facilities

Other

Department Objective 1: Describe your top departmental objective.

1. Maintain the University's facilities and infrastructure.
2. Respond to events that could degrade the University's mission.
3. Restore affected facilities and infrastructure, to minimize impact to the University's mission.

Emergency Access to Information Systems:

If access to departments information and systems is essential to the departments' operations in an emergency, briefly describe the emergency access plan below. This may include remote access (or authorization to allow remote access), contacting IT support, Blackboard, off-site data backup, backup files on flash drives, hard copies, or mobile device storage. All data must be protected in Accordance with [SAM 07.A.08, Data Classification and Protection](#). Identify what critical data and records are backed up, whether the backup is stored on-site or off-site. Simulate a failure scenario that tests the ability to recover "lost" critical data. Describe how your department will respond to the destruction of critical data. If telecommuting is an option for one or more of your staff, include the specifics to ensure compliance.

1. On-campus access through normal IT network.
2. Authorized remote access for Managers and Administrative Assistants.

Critical data is backed up daily and stored on the UH main servers.

Vulnerability/Risk Assessment and Mitigation Strategy:

Considering your objectives, dependencies and essential functions, list below your vulnerabilities, whether or not the vulnerability can be mitigated, and a brief mitigation strategy. The [Critical Interruption Worksheet](#) can assist in identifying your vulnerabilities.

Example:

Vulnerability/Risk

UH Emergency Operations Center depends on internet access to function properly.

Can you mitigate?

- Yes
 No

Mitigation Strategy

1. Hotspot (\$480.00 annually)
2. Request priority access from IT

Vulnerability/Risk

Building disaster such as fire or flooding etc.

Can you mitigate?

- Yes
 No

Mitigation Strategy

Coordinate response and repairs as needed.

Vulnerability/Risk

Deal with all unplanned emergency weather conditions that affect campus buildings.

Can you mitigate?

- Yes
 No

Mitigation Strategy

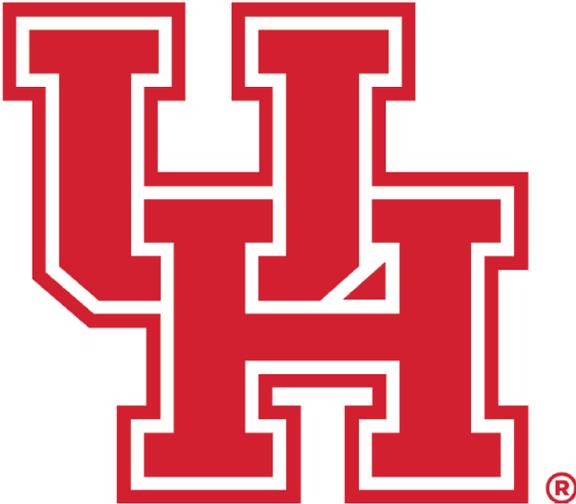
Coordinate response and repairs as needed.

Resumption of Normal Operations:

Briefly describe your plan to transition back to normal operations.

1. Return all staff to campus as soon as feasible.
2. Inspect all campus for hazards and address/mitigate.
3. Perform work by Work Requests as prioritized by management.
4. Assist in any way needed.

Content was removed for privacy considerations.
Full versions available upon request and approval.



Department Continuity of Operations Plan Template

College/Division Name:

Facilities Construction Management

Department Name:

General Maintenance (H0561), Fire Alarm (H0613), Elevator Maint. (H0189), Lock Shop (H0190)

Department ID:

H0561, H0613, H0189, H0190

College/Division Continuity of Operations Planning Liaison:

David Oliver

Date Completed:

03/29/2022

Completion of the Department Continuity of Operations Plan (COOP) Template ensures compliance with [MAPP 06.01.02, Continuity of Operations Planning](#).

Department Leadership Succession (Chain of Command):

Name and title of primary, secondary and tertiary leader for the department.

Primary (Name and Title):

Mario Carrera, Director, Facilities Maintenance, Research Lab Services, and Preventive Maintenance

Secondary (Name and Title):

Philip Handley, Assistant Director, Facilities Maintenance

Tertiary (Name and Title):

Department Operational Function:

Please indicate below the principle nature of your department's operations (Select all that apply):

Academic/Instructional

Research

Administration

Residential/Student Life

Facilities

Other

Department Objective 1: Describe your top departmental objective.

1. Maintain the University's facilities and infrastructure.
2. Respond to events that could degrade the University's mission.
3. Restore affected facilities and infrastructure, to minimize impact to the University's mission.

Emergency Access to Information Systems:

If access to departments information and systems is essential to the departments' operations in an emergency, briefly describe the emergency access plan below. This may include remote access (or authorization to allow remote access), contacting IT support, Blackboard, off-site data backup, backup files on flash drives, hard copies, or mobile device storage. All data must be protected in Accordance with [SAM 07.A.08, Data Classification and Protection](#). Identify what critical data and records are backed up, whether the backup is stored on-site or off-site. Simulate a failure scenario that tests the ability to recover "lost" critical data. Describe how your department will respond to the destruction of critical data. If telecommuting is an option for one or more of your staff, include the specifics to ensure compliance.

1. On-campus access through normal IT network.
2. Authorized remote access for Managers and Administrative Assistants.

Critical data is backed up daily and stored on the UH main servers.

Vulnerability/Risk Assessment and Mitigation Strategy:

Considering your objectives, dependencies and essential functions, list below your vulnerabilities, whether or not the vulnerability can be mitigated, and a brief mitigation strategy. The [Critical Interruption Worksheet](#) can assist in identifying your vulnerabilities.

Example:

Vulnerability/Risk

UH Emergency Operations Center depends on internet access to function properly.

Can you mitigate?

- Yes
 No

Mitigation Strategy

1. Hotspot (\$480.00 annually)
2. Request priority access from IT

Vulnerability/Risk

Building disaster such as fire or flooding etc.

Can you mitigate?

- Yes
 No

Mitigation Strategy

Coordinate response and repairs as needed.

Resumption of Normal Operations:

Briefly describe your plan to transition back to normal operations.

1. Return all staff to campus as soon as feasible.
2. Inspect all campus for hazards and address/mitigate.
3. Perform work by Work Requests as prioritized by management.
4. Assist in any way needed.

Content was removed for privacy considerations.
Full versions available upon request and approval.



Department Continuity of Operations Plan Template

College/Division Name:

Facilities/Construction Management

Department Name:

Facilities Operations - Central Plant, HVAC, BMS, Electric Shop

Department ID:

H0189, H0190, H0613

College/Division Continuity of Operations Planning Liaison:

David Oliver

Date Completed:

03/30/2022

Completion of the Department Continuity of Operations Plan (COOP) Template ensures compliance with [MAPP 06.01.02, Continuity of Operations Planning](#).

Department Leadership Succession (Chain of Command):

Name and title of primary, secondary and tertiary leader for the department.

Primary (Name and Title):

Mike Wheeler, Director of Projects and Technical Services

Secondary (Name and Title):

David Geis, Assistant Director, Operations & Utilities Services

Tertiary (Name and Title):

Karl Keilbach, Electric Shop Supervisor

Department Operational Function:

Please indicate below the principle nature of your department's operations (Select all that apply):

Academic/Instructional

Research

Administration

Residential/Student Life

Facilities

Other

Department Objective 1: Describe your top departmental objective.

The primary objective of the Facilities Services Operations Department is to ensure that all essential infrastructure and utilities function safely for all buildings and building systems on campus. If buildings and building systems are affected, we can safely and quickly return them to normal operations. This is essential for the safe operations of the University as well as faculty, staff and students during and immediately after emergencies.

Ride out team is expected to respond when notified of the emergency.

"To Build Futures and Maintain Excellence"

Vulnerability/Risk Assessment and Mitigation Strategy:

Considering your objectives, dependencies and essential functions, list below your vulnerabilities, whether or not the vulnerability can be mitigated, and a brief mitigation strategy. The [Critical Interruption Worksheet](#) can assist in identifying your vulnerabilities.

Example:

Vulnerability/Risk

UH Emergency Operations Center depends on internet access to function properly.

Can you mitigate?

- Yes
 No

Mitigation Strategy

1. Hotspot (\$480.00 annually)
2. Request priority access from IT

Vulnerability/Risk

UH Facilities Services depends on electrical power in order to provide all services!

Can you mitigate?

- Yes
 No

Mitigation Strategy

Emergency Generators. Currently they only provide minimal service (Life Safety) to most buildings. Identify critical buildings (Central Plant) that can have 100% generator backup power. This will ensure it can provide services to buildings on campus. Identify other "core" buildings to be on 100% generator backup power.

Resumption of Normal Operations:

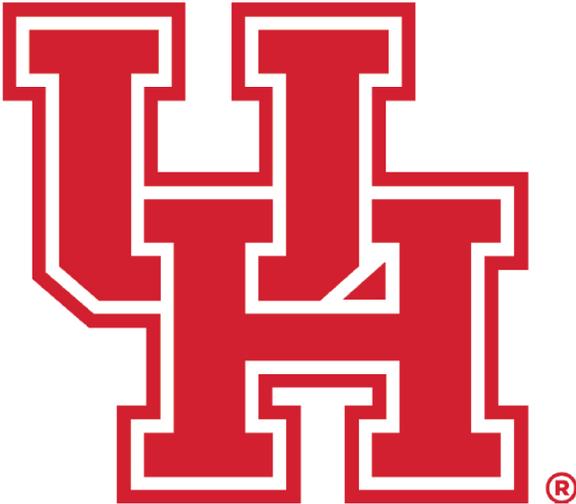
Briefly describe your plan to transition back to normal operations.

Departmental managers and supervisors will meet with the Recovery Team in the designated central meeting place to identify and plan storm recovery work that must begin immediately. Purchasing will issue special instructions for emergency purchasing requirements. All utility services will be restored as soon as possible.

The Recovery Team will conduct a site survey and prepare detailed Rapid Evaluation Forms and Detailed Evaluation Forms to use to develop work plans and as references for insurance and FEMA claims. Separate work orders and purchase requisitions are to be prepared for each individual building.

Meet daily to discuss progress and to update status of progress to executive leadership. Add any additional items discovered during executing the recovery work.

Content was removed for privacy considerations.
Full versions available upon request and approval.



Department Continuity of Operations Plan Template

College/Division Name:

Facility Services/Campus Construction Services

Department Name:

Campus Construction Services

Department ID:

H0184

College/Division Continuity of Operations Planning Liaison:

Date Completed:

03/28/2022

Completion of the Department Continuity of Operations Plan (COOP) Template ensures compliance with [MAPP 06.01.02, Continuity of Operations Planning](#).

Department Leadership Succession (Chain of Command):

Name and title of primary, secondary and tertiary leader for the department.

Primary (Name and Title):

Joujou Zebdaoui; Director

Secondary (Name and Title):

Hussain Alkinani, Sr. Project Manager

Tertiary (Name and Title):

Department Operational Function:

Please indicate below the principle nature of your department's operations (Select all that apply):

Academic/Instructional

Research

Administration

Residential/Student Life

Facilities

Other

Department Objective 1: Describe your top departmental objective.

The objective of CCS is to provide construction project management services for the Campus.

Emergency Access to Information Systems:

If access to departments information and systems is essential to the departments' operations in an emergency, briefly describe the emergency access plan below. This may include remote access (or authorization to allow remote access), contacting IT support, Blackboard, off-site data backup, backup files on flash drives, hard copies, or mobile device storage. All data must be protected in Accordance with [SAM 07.A.08, Data Classification and Protection](#). Identify what critical data and records are backed up, whether the backup is stored on-site or off-site. Simulate a failure scenario that tests the ability to recover "lost" critical data. Describe how your department will respond to the destruction of critical data. If telecommuting is an option for one or more of your staff, include the specifics to ensure compliance.

In an emergency, CCS will ensure performing all assigned tasks with great deal of safety, security and care. In case, there is a destruction to critical data, the Project Managers will report the incident immediately to supervisor for immediate action with proper authority to address the issue at hand.

Resumption of Normal Operations:

Briefly describe your plan to transition back to normal operations.

CCS will resume all normal activities as soon as the campus is safe and accessible.