



Continuity of Operations (COOP)

Delegations of Authority



Delegations of Authority

- ▶ Specify who is authorized to act on behalf of the department or agency head and other key officials for specific purposes.

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IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the State of Idaho at Boise, Idaho, this _____ day of _____, 20____.

DEPARTMENT OF _____



Delegations of Authority

- Ensure the continued operation of departments and agencies and their essential functions.
- Ensure rapid response to any emergency situation requiring COOP plan implementation.





Delegations of Authority

► Identify:

- Programs and administrative authorities needed for effective operations at all organizational levels.
- Circumstances under which the authority would be exercised.



Delegations of Authority

► Identify:

- The authority being delegated
- The limits of the authority
- To whom
- When the delegation becomes effective and when it ends
- Authority to redelegate



Training Delegated Authorities

- Train officials who may be expected to assume authorities.
- Exercise the delegation of authority process, and take corrective action as necessary.





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▶ Questions?