



## Continuity Guidance Circulars 1 and 2

Continuity Guidance Circular 1 (CGC 1) and Continuity Guidance Circular 2 (CGC 2) are guidance documents intended for Non-Federal governments. They provide operational guidance for developing continuity plans and programs. They directly support national-level policy requiring continuity to be integrated at all levels of government and with the private sector. The primary goal of continuity is to ensure the continuous performance of essential functions during all-hazards emergencies or other situations that may disrupt normal operations. CGC 1 and CGC 2 are designed to provide common standards and parameters that help foster seamless integration for all continuity partners.

### ***Continuity Guidance Circular 1 (CGC 1), Continuity Guidance for Non-Federal Governments (States, Territories, Tribes, and Local Government Jurisdictions), July 2013***

CGC 1 identifies and discusses the different elements in viable continuity capabilities that are critical to establishing and maintaining those capabilities. CGC 1's provisions are applicable to all levels of Non-Federal governments, regardless of geographical location. CGC 1 addresses implementing the National Continuity Policy, with a particular focus on developing continuity plans and programs that help sustain an organization's continuity resiliency. This guidance document provides direction for the development of continuity plans and programs for Non-Federal governments. Effective continuity planning and programs facilitate the performance of essential functions during all-hazards emergencies or other situations that may disrupt normal operations. In this update, new policies and clarifications are provided in order to give direction for the further development of continuity plans and programs.

### ***Continuity Guidance Circular 2 (CGC 2), Continuity Guidance for Non-Federal Governments: Mission Essential Functions Identification Process (States, Territories, Tribes, and Local Government Jurisdictions), October 2013***

CGC 2 was developed and issued for Non-Federal governments to provide additional guidance for operationally implementation of the National Continuity Policy. CGC 2 also provides guidance and a methodology to help Non-Federal governments and government jurisdictions identify their Mission Essential Functions through the use of Business Process Analysis and Business Impact Analysis. In this update, new guidance and clarifications are provided in order to improve continuity Business Process Analysis, Business Impact Analysis and risk assessment that will identify essential function relationships, interdependencies, time sensitivities, threats and vulnerabilities and mitigation strategies.

## Benefits

These guidance documents help maintain comprehensive and effective continuity capabilities, integrated across Federal, state, territorial, tribal, and local governments and the private sector, to ensure the preservation of our form of government under the Constitution.

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