

CONTINGENCY PLAN HEALTH CHECK

PLAN _____

ASSESSOR _____

SCORE EACH FACTOR,
YES = 1, PARTIAL = 2, NO = 3

- MOSTLY ONES - GOOD
- MOSTLY TWOS - SOME GAPS
- MOSTLY THREES - **DANGER!** REVISE THIS PLAN

COMPONENT

1 - THE PLAN IS PERSONALITY-NEUTRAL
(I.E. ANY TRAINED PERSON CAN ADOPT A KEY ROLE, NOT JUST SET INDIVIDUALS)

2 - BACK-UP SYSTEMS / REDUNDANCIES ARE AVAILABLE

3 - THE RESOURCES REQUIRED ARE REALISTIC
(AND TAKE INTO ACCOUNT LIMITATIONS THAT THE SITUATION WILL IMPOSE)

4 - DECISION-POINTS (DP) AND TRIGGERS HAVE BEEN DEFINED AND AGREED UPON IN ADVANCE

5 - DPS AND TRIGGERS ARE LINKED TO SPECIFIC ACTIONS

6 - MULTIPLE OPTIONS ARE AVAILABLE FOR EACH LIKELY SCENARIO

7 - STAFF HAVE BEEN BRIEFED ON THEIR ROLE IN THE PLAN AND TRAINED

8 - YOUR SUCCESS DOES NOT DEPEND UPON SOMEONE ELSE'S FAILURE
(I.E. YOU WILL ACTIVELY WORK TO SUCCEED, NOT WAIT FOR THEM TO MESS UP)

9 - THERE ARE NO UNICORN-POWERED HELICOPTERS IN YOUR PLAN....
(I.E. THE ASSUMPTIONS BAKED INTO THE PLAN ARE REASONABLE)

1

2

3

[CLICK HERE TO READ MORE ABOUT WHAT THREATENS YOUR CONTINGENCY PLANS](#)