



EXECUTIVE VICE PRESIDENT –
BUSINESS OPERATIONS

OFFICE OF THE PRESIDENT
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October 16, 2007

CHANCELLORS

Dear Colleagues:

Subject: New “Restarting UC” Program for Business Continuity

I write to update you on our plans for ensuring business continuity at the University of California following an emergency or disaster and to make you aware of an innovative new tool we will be implementing for this purpose that will be available at all locations and funded centrally at UCOP.

As you know, the University of California constantly faces a variety of risks. There have been many excellent efforts, programs, task forces, and work groups formed over the years to meet the challenges of internal and external crises. Within UC, there is a wealth of expertise in the areas of emergency planning, threat management, hazard identification, risk assessment, hazard mitigation, disaster planning, business resumption, disaster recovery, and business continuity planning.

In simplest terms, all of these efforts revolve around preventing, preparing for, mitigating, responding to, and recovering from a negative event. Every day there are emergencies and events that we prepare for and recover from, and more than ever we need to ensure that we are properly prepared. We also need to be properly prepared for crisis and unusual emergencies: terrorism, pandemic, active shooter, earthquake, fire storm—the unimaginable and even tragic events.

If we are better prepared to handle everyday events, then we will be ready to face the unimaginable. We have an opportunity to create a common framework that makes UC “event-ready.”

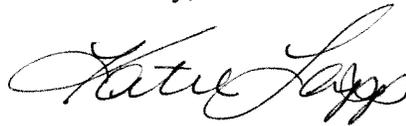
In support of our Policy on Safeguards, Security and Emergency Management, we are committed to a coordinated effort that moves the University at a rapid pace toward event readiness:

1. Restarting UC – this tool for implementing a Business Continuity Program (BCP) is available to all locations and will be funded centrally at UCOP. This is an award-winning software program (NACUBO Innovation Award, UC Sautter Award) that will be hosted by UC Berkeley with separate instances for all locations. It is customizable for local needs and will be based on a core framework which we will maintain. Many at your locations have already previewed this program and are eager to begin implementing it. Over 70 institutions of higher education, including many of our peers, are evaluating this UC-created software for possible implementation on their campuses.

2. Staff to Implement Restarting UC – A Business Continuity Planner and an Administrative Assistant are the minimum staff needed at each location to effectively implement Restarting UC. A matching fund of \$100,000 per location will be funded by UCOP.
3. Expertise and support for the local Restarting UC staff will be available through the Office of Risk Services made up of both internal and external experts.
4. An Emergency Planning and Business Continuity Panel will be formed at the Office of the President, led by our Chief Risk Officer, to support the Restarting UC Program and create a common framework and common language across the University that will support the entire system in being event-ready. Business Continuity Planning sits alongside Threat Management Teams, Incident Command Centers, Emergency Planners, and others in preparing the University for a crisis or unusual event.
5. Additionally, our insurance carrier will commence a project to identify and calculate our business interruption exposure. This will benefit UC in determining what additional funding and/or insurance is necessary.

We look forward to working with you in delivering this program efficiently and effectively in a rapid but thoughtful manner. We will be sending out more detailed communications shortly. If you have ideas, comments, or concerns to share, please contact Chief Risk Officer Grace Crickette (email grace.crickette@ucop.edu; office phone 510-987-9820; cell phone 209-988-8216).

Sincerely,



Katherine N. Lapp
Executive Vice President

cc: Provost Hume
Vice President Broome
Chief Risk Officer Crickette
Vice Chancellors—Administration
Vice Chancellors—Finance
Medical Center Chief Executive Officers
Medical Center Chief Operating Officers
Budget Directors
Budget Officers
Controllers
Chief Information Officers
Control and Accountability Directors
Emergency Planners
Environmental Health and Safety Directors
Fire Chiefs
Occupational Health Physicians
Police Chiefs
Risk Managers