

Steps in the Planning Process

Step 1

Form a Collaborative Planning Team

Step 2

Understand the Situation

Step 3

Determine Goals and Objectives

Step 4

Plan Development
(Identifying Courses of Action)

Step 5

Plan Preparation, Review & Approval

Step 6

Plan Implementation & Maintenance

Identify Core Planning Team

Form a Common Framework

Define and Assign Roles and Responsibilities

Determine a Regular Schedule of Meetings

Identify Threats and Hazards

Assess Risk

Prioritize Threats and Hazards

Develop Goals

Develop Objectives

Format the Plan

Write the Plan

Review the Plan

Approve and Share the Plan

Train Stakeholders

Exercise the Plan

Review, Revise, and Maintain the Plan