



# DoD INSTRUCTION 3020.26

## DoD CONTINUITY POLICY

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**Originating Component:** Office of the Under Secretary of Defense for Policy

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**Approved by:** Amanda Dory, Acting Under Secretary of Defense for Policy

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**Purpose:** This issuance reissues the 2018 directive as a DoD instruction (DoDI) in accordance with the authority in DoD Directive (DoDD) 5111.01, and consistent with Presidential Policy Directive 40 (PPD- 40) and Executive Order (E.O.) 13961, to establish policy, assign responsibilities, and prescribe procedures for implementing the DoD Continuity Program.

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## SECTION 1: GENERAL ISSUANCE INFORMATION

### 1.1. APPLICABILITY.

This issuance applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff (CJCS) and the Joint Staff, the Combatant Commands, the Office of Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

### 1.2. POLICY.

DoD will implement Presidential continuity policy and direction, such as prescribed in PPD-40 (including its annexes), E.O. 13961, and the Federal Mission Resilience Strategy, to ensure the DoD’s uninterrupted contribution to the national essential functions. DoD will incorporate distributed operations as a primary continuity-planning element; provide approved support to Federal partners in response to requests for assistance; and provide such support consistent with other approved memorandums of agreement and memorandums of understanding.

a. The DoD must increase its understanding of the essential function structure and reduce reliance on post-incident relocation of personnel by instituting a full-time posture of distribution and devolution, as necessary, to minimize essential function disruption. This requires leader confirmation and DoD-wide understanding of DoD’s primary mission essential functions (PMEFs), mission essential functions (MEFs), and DoD Component MEFs (C-MEFs).

b. PMEFs nest under and provide uninterrupted support to the national essential functions. They are strategic mission priorities representing the most important DoD missions and are validated by the National Continuity Coordinator.

c. MEFs nest under and must provide uninterrupted or nearly uninterrupted to support PMEFs. They are the prioritized focal point for DoD operations and must be resilient to disruption to support the uninterrupted performance of PMEFs. MEF recovery time following disruption will be as near to zero as possible, not to exceed 12 hours. MEFs must sustain continued performance under alternative operating conditions until the return to normal operations.

d. C-MEFs enable the resiliency and uninterrupted performance of MEFs and PMEFs. C-MEFs are the focal point of DoD Component continuity programs and plans.

## SECTION 2: RESPONSIBILITIES

### 2.1. UNDER SECRETARY OF DEFENSE FOR POLICY (USD(P)).

In addition to the responsibilities in Paragraphs 2.10. and 2.11., the USD(P):

a. Serves as the DoD Continuity Coordinator pursuant to PPD-40 and is the Principal Staff Assistant (PSA) and civilian advisor to the Secretary of Defense (SecDef) and the Deputy Secretary of Defense (DepSecDef) for continuity of operations (COOP), continuity of government (COG), and enduring constitutional government matters, in coordination with the DoD Chief Information Officer (DoD CIO) and the CJCS.

b. Develops, guides, and establishes DoD policy required to implement the provisions of PPD-40 and this issuance.

c. Designates, confirms, and submits PMEFS to the National Continuity Coordinator for validation biennially in accordance with PPD-40, and informs the DoD and OSD Component heads upon PMEF validation.

d. Develops and establishes DoD continuity policy for prioritizing essential tasks and oversees the development, implementation, and maintenance of the DoD Continuity Program to ensure it addresses all continuity requirements, including:

(1) Distributed operations.

(2) Devolution.

(3) Relocation.

(4) Succession.

(5) Reconstitution.

(6) Identification of Emergency Relocation Group (ERG) and Devolution Emergency Response Group (DERG) personnel consistent with Federal Continuity Directive (FCD) 1.

e. Serves as the DoD's primary contact for continuity matters.

f. Coordinates the DoD Continuity Program and associated efforts with national continuity, Federal mission resilience, and homeland security efforts.

g. Directs, guides, and oversees the Planning, Programming, Budgeting, and Execution of the DoD Continuity Program.

h. Maintains a memorandum of agreement with the Office of the Under Secretary of Defense for Acquisition and Sustainment relating to the operational continuity responsibilities for the Director, Defense Logistics Agency (DLA).

## **2.2. ASSISTANT SECRETARY OF DEFENSE FOR HOMELAND DEFENSE AND HEMISPHERIC AFFAIRS (ASD(HD&HA)).**

Under the authority, direction, and control of the USD(P), pursuant to DoDD 5111.13, and in addition to the responsibilities in Paragraph 2.11., the ASD(HD&HA):

- a. Supports the DoD Continuity Coordinator as the single point of contact for Federal departments and agencies (D/As) on DoD continuity matters.
- b. Serves as the DoD representative to the Federal Mission Resilience Executive Committee established by E.O. 13961.
- c. Provides joint oversight of continuity-related information communications technology (ICT) requirements in conjunction with the DoD CIO. In coordination with the DoD CIO and CJCS, develops and issues ICT requirements to support MEFs and PMEFS.
- d. Directs the operational Planning, Programming, Budgeting, and Execution of DoD continuity programs and plans.
- e. Directs the development and implementation of continuity tests, training, and exercises to confirm and continuously improve DoD continuity programs and plans.
- f. Develops, in conjunction with the CJCS, the implementation of annual continuity exercises in which all applicable DoD Components participate pursuant to DoDI 3020.47.
- g. Develops and coordinates policy for using DoD transportation assets to support DoD continuity programs in the National Capital Region (NCR).
- h. Develops, maintains, and biennially reviews the DoD Continuity Program, security classification guidance, and program protection plan, as appropriate.
- i. Reports to the SecDef, through the DoD Continuity Coordinator, the status of DoD and OSD Component continuity program and plans including, but not limited to, essential functions, readiness, staffing, training and exercises, facilities, ICT capabilities, reconstitution programs and planning, and relocation and devolution assets and capabilities.

## **2.3. DEPUTY ASSISTANT SECRETARY OF DEFENSE FOR DEFENSE CONTINUITY AND MISSION ASSURANCE (DASD(DC&MA)).**

Under the authority, direction, and control of the USD(P), through the ASD(HD&HA), the DASD(DC&MA) serves as the DoD Continuity Program Manager and:

- a. Develops and maintains a comprehensive continuity plan for the DoD that supports the SecDef and the DepSecDef and incorporates requirements prescribed by the President (e.g., in PPD-40 and E.O. 13961) and DoD requirements (e.g., those prescribed in this issuance).

- b. Oversees the development and maintenance of DoD COOP plans and DoD support to interagency continuity requirements to ensure interoperability and supportability of DoD continuity programs and plans.
- c. Develops, maintains, and biennially reviews the continuity operations security program and plan.
- d. Confirms and submits continuity reports to the Federal Emergency Management Agency consistent with FCD 1 and FCD 2 and guides DoD Components regarding auxiliary reporting requirements.
- e. Annually reviews a representative sample of DoD and OSD Component continuity programs and plans for compliance with this issuance and DoDI 3020.42.
- f. Requires the integration of DoD continuity topics and issues with other elements to include, but not limited to the National Military Command System (NMCS) Issues Working Group, the Mission Assurance Coordination Board, National Leadership Command Capability, and Joint Staff Continuity Issues Working Group to identify and mitigate risks to DoD Component continuity capabilities and programs.
- g. Develops and maintains a SecDef successor program in accordance with DoDDs 3020.04 and 3020.53 and reflecting the order of succession prescribed by the President (currently set forth in E.O. 13963), including the accountability, location, and contact ability of the DoD senior leaders.
- h. Guides and leads DoD essential function confirmation processes to support the requirements in Paragraph 2.1.c.

#### **2.4. DIRECTOR, DLA.**

Under the authority, direction, and control of the Under Secretary of Defense for Acquisition and Sustainment, and in addition to the responsibilities in Paragraphs 2.9. and 2.11., the Director, DLA supports the DoD Continuity Coordinator with critical functions and personnel in accordance with the January 15, 2012 DepSecDef Memorandum and pursuant to the January 15, 2016 Memorandum of Agreement between the ASD(HD&HA) and the Assistant Secretary of Defense for Logistics and Materiel Readiness, and any successor documents.

#### **2.5. DOD CIO.**

In accordance with the responsibilities in DoDD 5144.02 and in addition to the responsibilities in Paragraphs 2.10. and 2.11., the DoD CIO:

- a. Serves as the PSA and advisor to the SecDef and the DepSecDef for National Leadership Command Capability communications and information services, in accordance with DoDI 3741.01.

b. Designs, develops, implements, and maintains secure and integrated communications for select Federal Executive Branch D/As and DoD Components, in coordination with the ASD(HD&HA), the CJCS, and the Director, Defense Information Systems Agency, pursuant to PPD-40 and Office of Science and Technology Policy/Office of Management and Budget Directive D-16-1.

c. Provides policy, direction, and oversight to DoD Components regarding ICT functions, security, equipment, components, testing and service responsibilities, and other requirements necessary for ensuring the uninterrupted performance of PMEFs and MEFs, pursuant to Office of Science and Technology Policy/Office of Management and Budget Directive D-16-1. In coordination with the ASD(HD&HA) and CJCS:

(1) Leads and evaluates DoD participation in the Department of Homeland Security-led quarterly associated continuity communications capability assessments.

(2) Coordinates with the Under Secretary of Defense for Intelligence and Security when an ICT must operate or communicate at the sensitive compartmented information level.

d. Develops, maintains, and publishes a list of required capabilities for the SecDef and SecDef successors. Establishes ICT policies and standards for the life-cycle management, configuration management, and support requirements for ICT network, equipment, and information services installation at the DoD continuity sites identified by the ASD(HD&HA).

e. Directs that common access and authentication protocols are available at select DoD relocation sites established by the ASD(HD&HA).

f. Directs and oversees the implementation of cybersecurity measures critical to performing DoD essential functions under all circumstances across the spectrum of threats.

g. Ensures continuity communications requirements, as specified by the ASD(HD&HA) and the CJCS, are implemented into the secure and integrated continuity ICT capability requirements listed in Paragraph 2.2.c. by addressing those network architecture and operational issues that enable distribution and devolution operations.

h. In coordination with the DoD Continuity Coordinator:

(1) Develops and distributes requirements for continuity communications capabilities supporting DoD and national missions pursuant to E.O. 13618 and DoDDs 5111.01 and 5144.02.

(2) Serves as the primary point of contact for Federal D/As and the Executive Office of the President for matters pertaining to continuity communications and information services matters, pursuant to DoDD 5111.01.

(3) Develops and publishes requirements for continuity communications capabilities supporting DoD and national missions which establish minimum ICT capabilities to support the SecDef, the DepSecDef, and the CJCS.

i. Receives and assesses continuity communications requirements from the SecDef and USD(P).

j. Ensures interoperability of DoD continuity communications capabilities within DoD and with other U.S. Government continuity communications capabilities.

## **2.6. PERFORMANCE IMPROVEMENT OFFICER AND DIRECTOR OF ADMINISTRATION AND MANAGEMENT (PIO/DA&M).**

In addition to the responsibilities in Paragraph 2.10., the PIO/DA&M:

a. Leverages OSD governance forums and processes to support the USD(P) in facilitating, preparing, and executing OSD COOP requirements.

b. Oversees and manages the continuous operation and force protection of Washington Headquarters Services (WHS) -managed and -leased facilities within the Pentagon Reservation, as defined in the Glossary.

c. Reports the status of the Pentagon Reservation and WHS-managed and -leased facilities and provides occupancy recommendations to the SecDef and the DepSecDef during continuity events involving Pentagon Reservation facilities and WHS-managed and -leased facilities.

d. In conjunction with the DASD(DC&MA), reviews:

(1) OSD Component COOP plans to identify and coordinate support requirements to PSAs.

(2) Pentagon Reservation tenant COOP plans to facilitate continuity planning with Pentagon Reservation service providers.

e. Convenes or facilitates necessary governance meetings to enable DoD Senior Leadership connectivity and decision making.

## **2.7. DIRECTOR, WHS.**

Under the authority, direction, and control of the PIO/DA&M, and in addition to the responsibilities in Paragraph 2.9., the Director, WHS:

a. Oversees the operation, management, renovation and construction, budgeting, maintenance, and logistical support of the Pentagon Reservation and WHS-managed and -leased facilities to meet COOP requirements established by the SecDef, the CJCS, and other assigned tenants.

b. Acquires, assigns, reassigns, and withdraws administrative space for DoD and OSD Components on the Pentagon Reservation and in WHS-managed and -leased facilities to execute COOP activities.

c. Provides service and support to reconstitution planning and execution efforts of DoD tenants at the Pentagon Reservation and other WHS-managed and -leased facilities throughout the NCR.



## **2.8. DIRECTOR, PENTAGON FORCE PROTECTION AGENCY.**

Under the authority, direction, and control of the PIO/DA&M, and in addition to the responsibilities in Paragraph 2.9., the Director, Pentagon Force Protection Agency:

- a. Serves as the designated emergency manager for the Pentagon Reservation.
- b. Oversees security and force protection of the Pentagon Reservation to meet COOP requirements established by the SecDef, the CJCS, and other assigned tenants.
- c. Plans, coordinates, exercises, and synchronizes emergency operations on the Pentagon Reservation, including alert and notification protocol, support to ground transportation and law enforcement activities, and prioritized access to the Pentagon Reservation during COOP events.

## **2.9. DOD COMPONENT HEADS.**

In addition to the responsibilities in Paragraph 2.11., as appropriate, DoD Component heads:

- a. Oversee policy compliance and mitigate risks to ensure Component continuity programs, plans, and capabilities fulfill their COOP and COG responsibilities and requirements established in this issuance, related DoD issuances, and SecDef memoranda prescribing roles and responsibilities in the DoD implementation of SecDef responsibilities prescribed in PPD-40.
- b. Account for all functions assigned to the Component in accordance with its law, E.O.s., directives, and charters that constitute responsibilities for performing MEFs.
- c. Develop and confirm C-MEFs that align to, and support, MEFs.
- d. Designate distinct senior officials in writing as the Component's Continuity Coordinator, Continuity Program Manager, and Reconstitution Program Manager, with responsibilities outlined in Paragraph 3.1., and provide those designations to the USD(P), through the DASD(DC&MA). The DoD Component heads may delegate authority to perform continuity services to subordinate officials; however, the responsibility for compliance with this issuance remains with the Component head.
- e. In addition to the policy in Paragraph 1.2. and in conjunction with the DoD CIO, require ICT services and equipment supporting MEF resiliency to be robust, reliable, and cyber-threat resistant. In doing so:
  - (1) Coordinate plans for using ICT capabilities with supporting ICT service providers.
  - (2) Address those capabilities critical to MEF resiliency.
  - (3) Incorporate alternate systems focused on sustaining MEF resiliency when those critical ICT capabilities become degraded, unavailable, or unreliable.
- f. Direct that DoD Component continuity programs meet the requirements and standards in Paragraphs 3.2. and 3.3.

g. Ensure their Component continuity planning in support of the SecDef, the DepSecDef, and the CJCS is in accordance with Office of Science and Technology Policy/Office of Management and Budget Directive D-16-1 and includes:

(1) Dedicated access to ICT capabilities at the Pentagon, alternate locations, and operational platforms.

(2) Availability and redundancy of critical ICT capabilities to support alternate locations and distributed operations.

(3) Dedicated access to mobile ICT capabilities to ensure uninterrupted command and control communications while removed from adequate locations and platforms.

h. Require the operations security considerations that mitigate the risk of obtaining undisclosed critical information and indicators relevant to COOP locations, capabilities, and processes are implemented in continuity planning in accordance with DoDD 5205.02E.

i. Develop, maintain, and biennially confirm COOP plans in accordance with this issuance and DoDI 3020.42 by submitting a signed confirmation memorandum to the DASD(DC&MA) for review in November of their Component's scheduled update year, in accordance with Paragraph 3.3. and any additional guidance from the DASD(DC&MA).

j. Confirm and submit, monthly, the Component Headquarters ERG and DERG rosters to the DASD(DC&MA).

k. Submit continuity readiness status reports to the DASD(DC&MA) focused on MEF viability and critical COOP plan equipment and services identified in Paragraphs 2.3.d. and 2.3.e.

l. Confirm, by official memorandum to the DoD Continuity Coordinator through the DASD(DC&MA), that their Component continuity programs meet the requirements in Paragraph 3.3.

## **2.10. PSAs.**

The PSAs:

a. Biennially review, and report to the DASD(DC&MA), the continuity plans of the Defense Agencies, DoD Field Activities, and other activities over which they have authority, direction, and control.

b. Establish internal policies and guidance regarding the fulfillment of those efforts and actions within their responsibilities, mission, and authorities that support DoD continuity programs and plans and oversee their implementation as necessary.

## **2.11. PRESIDENTIALLY APPOINTED, SENATE-CONFIRMED OFFICIALS ON THE SECDEF ORDER OF SUCCESSION.**

In accordance with DoDDs 3020.04 and 3020.53 and pursuant to the order of succession prescribed by the President (currently set forth in E.O. 13963), and in addition to the responsibilities in Paragraphs 2.9. and 2.10., as appropriate, the Presidentially appointed, Senate-confirmed officials on the SecDef Order of Succession will:

- a. Be knowledgeable regarding the requirements in DoDD 3020.53 and the succession procedures for the assumption of functions and duties of the SecDef.
- b. Report their schedule, duty status, location, and assignment to the DASD(DC&MA) weekly, as required by Paragraph 2.3.g.

## **2.12. SECRETARIES OF THE MILITARY DEPARTMENTS.**

In addition to the responsibilities in Paragraphs 2.9. and 2.11, the Secretaries of the Military Departments provide forces to support emergency evacuation and crisis-related operations in the NCR pursuant to SecDef-approved execute orders and global force management decisions made by SecDef.

## **2.13. SECRETARY OF THE ARMY.**

In addition to the responsibilities in Paragraphs 2.9., 2.11., and 2.12., the Secretary of the Army, through the Chief of Engineers and Commanding General of the U.S. Army Corps of Engineers and in conjunction with the DASD(DC&MA), supports national continuity requirements in PPD-40.

## **2.14. CJCS.**

In addition to the responsibilities in Paragraph 2.9., the CJCS:

- a. Develops, coordinates, and establishes emergency air evacuation procedures for select DoD personnel in the NCR.
- b. In coordination with the PSA concerned and supported Combatant Commanders (CCDRs), provides guidance to the combat support agencies regarding continuity program requirements pertaining to their combat support functions.
- c. In coordination with the Service Chiefs and CCDRs, develops a means to track and contact the CJCS, the Service Chiefs, and CCDRs daily, including as changes to location and contact information occur.
- d. In coordination with the DASD(DC&MA) and the Senior Military Assistant to SecDef, maintains the capability to devolve the capabilities identified in Paragraph 2.14.c. during a no-warning crisis when the National Military Command System is not available in the Pentagon.

e. Annually reviews a sample of Combatant Command continuity plans for compliance with this issuance, in coordination with the DASD(DC&MA).

f. Serves as the principal military advisor to the SecDef on joint force COOP.

g. Operates the NMCS to meet the needs of the President, the SecDef, and the CCDRs; defines the scope of NMCS operations, its required components, and procedures; and designates primary command-capable and support elements.

h. Incorporates additional USD(P) policy guidance regarding PPD-40 and other continuity requirements in appropriately classified issuances for DoD support to national continuity programs.

## **2.15. COMMANDER, UNITED STATES NORTHERN COMMAND.**

In addition to the responsibilities in Paragraph 2.9., the Commander, United States Northern Command, maintains a continuity support plan consistent with the Contingency Planning Guidance and in accordance with SecDef-approved execute orders.

## SECTION 3: CONTINUITY PROGRAM

### 3.1. CONTINUITY PROGRAM RESPONSIBILITIES.

#### a. Continuity Coordinator.

The Continuity Coordinator will:

- (1) Report directly to their DoD Component head for management and oversight of the Component's continuity program.
- (2) Be the DoD Component's primary contact for coordinating continuity matters.

#### b. Continuity Program Manager.

The Continuity Program Manager will:

- (1) Report directly to their DoD Component's continuity coordinator and will be responsible for the daily management of the Component continuity program.
- (2) Be the DoD Component's alternate contact for coordinating continuity matters.
- (3) Annually review their DoD Component continuity plan for compliance with DoDI 3020.42 and this issuance.

#### c. Reconstitution Program Manager.

The Reconstitution Program Manager will:

- (1) Report to their DoD Component continuity coordinator on all Component reconstitution program management matters and, as necessary, coordinate with the PIO/DA&M for reconstitution planning efforts.
- (2) Be the DoD Component's primary contact for coordinating reconstitution matters.
- (3) Require their DoD Component reconstitution plans provide an executable strategy for transitioning back to steady-state operations once a threat, disruption, or COOP activity has passed.

### 3.2. CONTINUITY PROGRAM REQUIREMENTS.

DoD continuity programs must at least:

- a. Mitigate risk to ensure that continuity operational readiness decisions appropriately consider the probability, impact, and consequence of an attack or event.

b. Account for, and mitigate, risk associated with the dependencies, interdependencies, and vulnerabilities among DoD Components, Federal D/As, and other external entities.

c. Identify and prioritize essential functions and tasks based on:

(1) Process analysis, commonly referred to as “business process analysis,” as described in FCDs 1 and 2.

(2) Impact analysis, commonly referred to as “business impact analysis,” as described in FCDs 1 and 2.

d. Identify, allocate, and prioritize resources (e.g., task critical assets, alternate locations, transportation assets) and critical infrastructure required for the uninterrupted performance and resiliency of essential functions.

e. Identify and prioritize ICT services and the equipment necessary for the uninterrupted performance of essential functions, including:

(1) Mission essential systems and ICT assets, particularly those required for leadership command and control, direct mission performance, and operational coordination, including development and testing of alternate capabilities.

(2) The maintenance, disaster recovery, and restoration procedures for ICT services and equipment necessary for uninterrupted performance and resiliency of essential functions.

f. Integrate mission assurance, cybersecurity, operations security, and telework program requirements, as appropriate.

g. Establish an order of succession, including roster management and successor training.

h. Identify pre-planned and emergency delegations of authority.

i. Identify, and routinely exercise the use of, DoD Component alternate locations.

j. Identify and ensure essential records, including electronic and hard copy documents, references, personnel records, and information systems, are protected and accessible at primary, alternate, and distributed locations in accordance with DoDI 5015.02.

k. Incorporate human resources requirements, including the identification of and provision for, personnel alert and notification, movement, and annual training of continuity staffs, including orientation or annual awareness training for leadership and non-continuity staff members.

l. Incorporate annual tests or exercises of the DoD Component continuity plan, including supporting resources (e.g., alternate locations and critical ICT capabilities with degraded capabilities tested) to:

(1) Assess and confirm continuity program and plan readiness.

(2) Document the findings of such tests and exercises in a DoD Component corrective action program.

- m. Include the devolution of C-MEFs and essential support activities.
- n. Incorporate reconstitution activities, procedures, and responsibilities.

### **3.3. CONTINUITY PROGRAM STANDARDS.**

In November each year, the DoD Component heads must ensure that:

a. The continuity programs and plans of all organizations under their authority, direction, and control satisfy the requirements of DoDI 3020.42 and this issuance.

b. The C-MEFs were reviewed and confirmed, including the date of the review, and that any updated or reissued C-MEFs are submitted to the DASD(DC&MA) for review.

c. The DoD Component continuity plan was reviewed, including the date of review and name of reviewers, and that the updated or reissued continuity plan was submitted to the DASD(DC&MA) for review if change was warranted.

d. The DoD Component continuity plan was exercised, including the date of the exercise, and that essential function performance was tested by leveraging relocation and devolution capabilities.

e. The continuity personnel assigned to the ERG and DERG were relocated or activated and received training at their respective relocation or devolution site(s) within the first 90 days of assignment and at least once per 12 months thereafter.

## GLOSSARY

### G.1. ACRONYMS.

ACRONYM	MEANING
ASD(HD&HA)	Assistant Secretary of Defense for Homeland Defense and Hemispheric Affairs
CCDR	Combatant Commander
CJCS	Chairman of the Joint Chiefs of Staff
C-MEF	DoD Component mission essential function
COG	continuity of government
COOP	continuity of operations
D/A	department and agency
DASD(DC&MA)	Deputy Assistant Secretary of Defense for Defense Continuity and Mission Assurance
DepSecDef	Deputy Secretary of Defense
DERG	Devolution Emergency Response Group
DLA	Defense Logistics Agency
DoD CIO	DoD Chief Information Officer
DoDD	DoD directive
DoDI	DoD instruction
E.O.	Executive order
ERG	Emergency Relocation Group
FCD	Federal continuity directive
ICT	information communications technology
MEF	mission essential function
NCR	National Capital Region
NMCS	National Military Command System
PIO/DA&M	Performance Improvement Officer and Director of Administration and Management
PMEF	primary mission essential function
PPD	Presidential policy directive
PSA	Principal Staff Assistant
SecDef	Secretary of Defense



<b>ACRONYM</b>	<b>MEANING</b>
USD(P)	Under Secretary of Defense for Policy
WHS	Washington Headquarters Services

## **G.2. DEFINITIONS.**

Unless otherwise noted, these terms and their definitions are for the purpose of this issuance.

<b>TERM</b>	<b>DEFINITION</b>
<b>C-MEF</b>	A DoD Component-level MEF identified and confirmed by the Component head that directly links to and supports an MEF.
<b>COG</b>	Defined in FCD 1.
<b>component</b>	Defined in FCD 1.
<b>continuity</b>	Defined in FCD 1.
<b>continuity coordinator</b>	Defined in FCD 1.
<b>continuity program</b>	An effort within individual executive departments and agencies to ensure that PMEFs and MEFs continue to be performed during a wide range of emergencies, including localized acts of nature, accidents and technological or attack-related emergencies.
<b>continuity program manager</b>	Defined in FCD 1 as “Continuity Manager.”
<b>continuity plan</b>	Defined in FCD 1.
<b>COOP</b>	Defined in FCD 1.
<b>delegations of authority</b>	Defined in Annex D of FCD 1.
<b>DERG</b>	Defined in FCD 1.
<b>devolution</b>	Defined in FCD 1.

<b>TERM</b>	<b>DEFINITION</b>
<b>devolution site</b>	Those locations used to carry out essential functions by devolving the essential functions to a geographically separated facility and staff following activation of the devolution plan. In contrast, an alternate location is a fixed, mobile, or transportable location, other than the headquarters facility, where primary department and agency leadership and continuity personnel relocate to perform essential functions following activation of the continuity plan.
<b>distributed locations</b>	An alternate location that is a fixed, mobile, or transportable location, other than the headquarters facility, where personnel perform routine and daily duties. These can also be identified devolution sites.
<b>enduring constitutional government</b>	Defined in FCD 1.
<b>ERG</b>	Defined in FCD 1.
<b>essential functions</b>	Defined in FCD 1.
<b>essential records</b>	Defined in FCD 1.
<b>Federal Mission Resilience</b>	Defined in FCD Framework.
<b>impact analysis</b>	Defined in FCD 1 as “Business Impact Analysis”.
<b>MEF</b>	Defined in FCD 1.
<b>mission essential systems</b>	Information systems necessary to perform one or more MEFs.
<b>NCR</b>	Defined in Section 2674(f) of Title 10, United States Code.
<b>National Continuity Coordinator</b>	Defined in FCD 1.
<b>national essential functions</b>	Defined in FCD 1.
<b>Pentagon Reservation</b>	Defined in Section 2674(f) of Title 10, United States Code.

<b>TERM</b>	<b>DEFINITION</b>
<b>Pentagon Reservation service providers</b>	Those organizations that provide direct support to the facilities, security, and IT infrastructure of the Pentagon Reservation and its tenants.
<b>PMEF</b>	Defined in FCD 1.
<b>process analysis</b>	Defined in FCD 1 as “Business Process Analysis”.
<b>succession</b>	Defined in FCD 1.

## REFERENCES

- Deputy Secretary of Defense Memorandum, “Implementation of National Continuity Policy,” January 15, 2012<sup>1</sup>
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- DoD Directive 3020.53, “Assumption of Functions and Duties of the Secretary of Defense,” May 28, 2024
- DoD Directive 5111.01, “Under Secretary of Defense for Policy (USD(P)), June 23, 2020
- DoD Directive 5111.13, “Assistant Secretary of Defense for Homeland Defense and Global Security (ASD(HD&GS)),” March 23, 2018
- DoD Directive 5144.02, “DoD Chief Information Officer (DoD CIO),” November 21, 2014, as amended
- DoD Directive 5205.02E, “DoD Operations Security (OPSEC) Program,” June 20, 2012, as amended
- DoD Instruction 3020.42, “Defense Continuity Plan Development,” March 17, 2006
- DoD Instruction 3020.47, “DoD Participation in the National Exercise Program (NEP),” January 29, 2019
- DoD Instruction 3741.01, “National Leadership Command Capabilities (NLCC) Configuration Management (CM),” May 1, 2013, as amended
- DoD Instruction 5015.02, “DoD Records Management Program,” February 24, 2015, as amended
- Executive Office of the President of the United States, “Federal Mission Resilience Strategy,” December 2020<sup>2</sup>
- Executive Order 13618, “Assignment of National Security and Emergency Preparedness Communications Functions,” July 6, 2012
- Executive Order 13961, “Governance and Integration of Federal Mission Resilience,” December 7, 2020
- Executive Order 13963, “Providing an Order of Succession Within the Department of Defense,” December 10, 2020
- Federal Continuity Directive, “Continuity Planning Framework for the Federal Executive Branch,” December 2023
- Federal Continuity Directive 1, “Federal Executive Branch National Continuity Program and Requirements,” current edition
- Federal Continuity Directive 2, “Federal Executive Branch Mission Essential Functions and Candidate Primary Mission Essential Functions Identification and Submission Process,” current edition

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<sup>1</sup> Not available for public release, contact the office of the DASD(DC&MA) at [osd.pentagon.ousd-policy.list.hd-dcma-continuity-policy@mail.mil](mailto:osd.pentagon.ousd-policy.list.hd-dcma-continuity-policy@mail.mil) for an authorized copy of the memo.

<sup>2</sup> Federal Mission Resilience Strategy 2020 is available through the office of the DASD(DC&MA).

Memorandum of Agreement between the Assistant Secretary of Defense for Homeland Defense and Global Security and the Assistant Secretary of Defense for Logistics and Materiel Readiness for the Defense Continuity Organizational Transition, January 15, 2016<sup>1</sup>

Office of Science and Technology Policy/Office of Management and Budget Directive D-16-1, “Minimum Requirements for Federal Executive Branch Continuity Communications Capabilities,” December 2016<sup>3</sup>

Presidential Policy Directive 40, “National Continuity Policy,” July 15, 2016<sup>3</sup>

United States Code, Title 10, Section 2674(f)

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<sup>3</sup> Not available for public release, contact the office of the DASD(DC&MA) at [osd.pentagon.ousd-policy.list.hd-dcma-continuity-policy@mail.mil](mailto:osd.pentagon.ousd-policy.list.hd-dcma-continuity-policy@mail.mil) for an authorized copy of the directive.