Activate a Plan

During planning, your facility may construct multiple plans. While only one plan can be active at any time, being able to set up additional plans supports a facility's transition from one plan to another.

Helpful Links

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Important: *Exercise caution when activating a plan. Only one plan can be active at time. If you activate a new one, you are automatically deactivating the existing plan. Ensure you have specified all details of a plan (such as files, the ICS chart and chain of command, depth charts, and incident response guides) before implementing (activating) it.*

To activate a plan

1. Point to **Planning** and click **Plan Summary**. The *Summary* page opens.
2. Select the domain or facility in **Summary for**.
3. Select the plan.
4. On the left, select **(plan name) Plan Summary**. General details appear on the right.
5. On the right, click **Activate** in the **Status** field. A window opens asking you to confirm this action.
6. Click **Yes**.