CONTINUITY BINDER CONTROL INDEX

Use this sheet to control a physical binder or folder. Do not record passwords, full account numbers, protected infrastructure details, or unnecessary private data here. The index should tell you what exists and where an authorized person can find it - not duplicate every sensitive record.

Binder / folder name	**Primary custodian / household**
Physical storage location	**Protected backup location**
Created / assembled date	**Last full review date**
Next planned review	**People who know where the binder is**

COPY-CONTROL RULES

- [ ] Use the Revision Center to confirm form IDs and revisions before replacing a blank master.
- [ ] Mark or destroy superseded working copies so nobody acts on stale information.
- [ ] Keep highly sensitive completed records separate from public or shared coordination material.
- [ ] Review after major household, provider, account, facility, role, or system changes even if the scheduled review date has not arrived.

Current catalog: 40 substantive forms · site v0.60.0 · builttoresist.com/continuity-desk/updates/
Status: Independent educational planning resource. This utility is not a government record-control standard.

CURRENT FORM CONTROL REGISTER

Check only forms you actually maintain. "Where kept" can be a general location or custodian; do not expose unnecessary sensitive detail on an index that may be easier to see than the underlying record.

ID	Form	Use	Last review	Next review	Where kept / custodian
CD-01	Household Continuity File	☐			
CD-02	Household Communication & Reunification Card	☐			
CD-03	Fourteen-Day Household Resilience Baseline	☐			
CD-04	Personal Thresholds Card	☐			
CD-05	Local Systems Map	☐			
CD-06	Neighborhood Continuity Sheet	☐			
CD-07	Resilience Ledger	☐			
CD-08	Seven-Stage Observation Card	☐			
CD-09	Monthly System Review	☐			
CD-10	Verification Card	☐			
CD-11	Source Discipline Card	☐			
CD-12	Authority Ambiguity Decision Card	☐			
CD-13	Support the Function Decision Worksheet	☐			
CD-14	Non-Factional Neighborhood Charter	☐			

CURRENT FORM CONTROL REGISTER

Check only forms you actually maintain. "Where kept" can be a general location or custodian; do not expose unnecessary sensitive detail on an index that may be easier to see than the underlying record.

ID	Form	Use	Last review	Next review	Where kept / custodian
CD-15	Professional Continuity Worksheet	☐			
CD-16	Organization 72-Hour Continuity Drill	☐			
CD-17	Institutional Interview Worksheet	☐			
CD-18	Repair Test Worksheet	☐			
CD-19	Stage-Based Readiness Matrix	☐			
CD-20	First-Week Rebuilding Board	☐			
CD-21	Medication & Medical Continuity Sheet	☐			
CD-22	Care & Dependency Continuity Plan	☐			
CD-23	Financial Continuity & Obligations Ledger	☐			
CD-24	Insurance & Loss Documentation Log	☐			
CD-25	Evacuation, Shelter & Reunification Plan	☐			
CD-26	Document Replacement & Case Tracker	☐			
CD-27	Essential Records Register & Backup Test	☐			

CURRENT FORM CONTROL REGISTER

Check only forms you actually maintain. "Where kept" can be a general location or custodian; do not expose unnecessary sensitive detail on an index that may be easier to see than the underlying record.

ID	Form	Use	Last review	Next review	Where kept / custodian
CD-28	Delegation, Succession & Handoff Sheet	☐			
CD-29	Temporary Authority Mandate & Sunset Record	☐			
CD-30	Resource Inventory & Custody Ledger	☐			
CD-31	Aid Distribution & Exception Log	☐			
CD-32	Volunteer Role, Shift & Handoff Log	☐			
CD-33	Public Notice & Correction Log	☐			
CD-34	Missing-Person & Reunification Intake Log	☐			
CD-35	Service Restoration Priority Worksheet	☐			
CD-36	Emergency Spending, Procurement & Exception Ledger	☐			
CD-37	Complaint, Appeal & Correction Register	☐			
CD-38	Records Correction & Provenance Log	☐			
CD-39	Vendor & Supplier Dependency Map	☐			
CD-40	Facility Reopening & Handoff Verification	☐			

HOUSEHOLD CONTINUITY FILE

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private when completed	Review quarterly and after major life changes

Create a current, redundant index of essential records before a disruption makes replacement harder. This worksheet tracks what exists, where the authoritative copy is kept, where a protected backup lives, and when it was last checked. Do not place passwords, full account numbers, or unnecessary sensitive data on the index itself.

HOUSEHOLD FILE REGISTER

Record category	Current?	Primary location	Protected backup	Last reviewed
Identification				
Birth / marriage records if relevant				
Passports / citizenship documents				
Property deed, mortgage, or lease				
Insurance policies / contacts				
Vehicle title / registration				
Medical summary				
Medication list / prescription copies				
Emergency contacts				
Bank / lender contacts				

HOUSEHOLD CONTINUITY FILE

HOUSEHOLD FILE REGISTER — CONTINUED

Record category	Current?	Primary location	Protected backup	Last reviewed
Employment records				
Tax records				
Benefits records				
Licenses / credentials				
School records				
Pet records				
Important legal orders				
Account-recovery information stored securely				
Written household communication plan				

HOUSEHOLD CONTINUITY FILE

STORAGE DISCIPLINE

- [ ] Keep current copies rather than a single aging archive.
- [ ] Do not store every sensitive document in one easily stolen location.
- [ ] Use appropriate physical and digital security for sensitive records.
- [ ] Keep enough context to distinguish an original, a copy, and a later correction.
- [ ] Make sure another trusted household member knows how to find the continuity file if appropriate.

HOUSEHOLD CONTINUITY FILE

NOTES / REPLACEMENT PRIORITIES

Records that would be hardest to replace

Records currently missing or outdated

Next review date

HOUSEHOLD CONTINUITY FILE

Source basis: Every Government Dies - Field Appendix B; records chapters in both books.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

HOUSEHOLD COMMUNICATION & REUNIFICATION CARD

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private when completed	Review every 6 months and before travel / seasonal hazards

Phones fail, batteries die, networks congest, and people become separated. A paper communication card gives every household member the same simple fallback plan without depending on one device or one person remembering every detail.

PERSON / HOUSEHOLD

Name

Primary phone

Out-of-area contact

Out-of-area contact phone / Signal / other method

REUNIFICATION

Primary meeting place

Secondary meeting place

School / work reunification information

Next planned check-in time if separated

HOUSEHOLD COMMUNICATION & REUNIFICATION CARD

CARE AND ALERTS

Critical medical information - minimum necessary

Medications / allergies - minimum necessary

Emergency services / local alert source

USE RULE

- ☐ Carry a copy or keep it where it can be reached without unlocking a phone.
- ☐ Do not post a completed card publicly.
- ☐ Update all household copies together so old instructions do not circulate.

Source basis: Built To Resist - Field Appendix B.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

FOURTEEN-DAY HOUSEHOLD RESILIENCE BASELINE

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Share blank copies; keep completed details private	Review seasonally

Preparedness is easier to maintain when it is reduced to ordinary categories instead of vague fear. Use this as a starting point and adapt it to household size, medical needs, climate, disability, housing type, pets, and local hazards.

BASELINE CHECKLIST

- [ ] Water - safe storage; at least the minimum emergency baseline, with a stronger two-week target when feasible; rotate as needed.
- [ ] Food - shelf-stable foods the household already eats; dietary and infant needs; manual can opener; safe preparation method.
- [ ] Medicine - current medication list, copies of prescriptions, essential medicines and supplies as permitted, refrigeration contingency, spare glasses / contacts where possible.
- [ ] First aid - complete household kit; CPR / first-aid and bleeding-control training for more than one adult when possible.
- [ ] Power and light - flashlights, batteries, charged battery banks, safe charging plan, battery-backed smoke and carbon-monoxide alarms.
- [ ] Communication - paper contact list, out-of-area contact, meeting locations, public-information radio, chargers and cables.
- [ ] Documents - identification copies, insurance, lease / deed, medical information, school information, legal records, financial contacts, pet records, protected digital backup.
- [ ] Cash - modest emergency amount in small denominations if feasible, secured against theft.
- [ ] Sanitation - soap, hygiene supplies, trash bags, toilet paper, menstrual and infant supplies, gloves for caregiving and cleanup.
- [ ] Clothing and shelter - weather-appropriate layers, sturdy shoes, blankets / sleeping gear, rain protection.
- [ ] Fire safety - working alarms, appropriate extinguishers, clear exits, household evacuation practice.
- [ ] Mobility - vehicle maintenance and fuel / charge plan where applicable; alternate transport for anyone unable to walk long distances.
- [ ] Pets - food, water, medication, carrier / leash, identification and records.
- [ ] Go-bags - lightweight essentials needed to leave quickly; test by actually carrying them.

FOURTEEN-DAY HOUSEHOLD RESILIENCE BASELINE

GAPS AND NEXT ACTIONS

Gap / dependency	Low-cost action	Owner	Target date

Source basis: Built To Resist - Field Appendix A.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

PERSONAL THRESHOLDS CARD

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private when completed	Review quarterly and when conditions materially change

A threshold written in calm conditions is not an automatic order. It is a prompt to reassess deliberately when conditions change, rather than inventing standards in the middle of fear, fatigue, or rumor.

THRESHOLDS

I reassess housing when

I reassess work when

I leave the area when

I shelter rather than travel when

REUNIFICATION AND DEPENDENCY

The person who receives my check-in is

Our out-of-area contact is

Our primary meeting point is

Our alternate meeting point is

The medical condition that cannot tolerate disruption is

The system my household is most dependent on is

PERSONAL THRESHOLDS CARD

DECISION DISCIPLINE

- [ ] Treat these as reassessment triggers, not automatic commands.
- [ ] Verify current conditions before acting.
- [ ] For medical, legal, or safety-critical decisions, seek qualified guidance when available.

Source basis: Every Government Dies - Field Appendix I.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

LOCAL SYSTEMS MAP

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Keep sensitive infrastructure details out	Review quarterly

The goal is institutional literacy, not intelligence collection. Record public, ordinary continuity information: who operates a service, how to reach it, what fallback exists, and which public warning signs matter. Do not collect protected infrastructure details, credentials, or private records.

LOCAL SYSTEMS MAP

SYSTEM REGISTER

System	Operator / provider	Normal contact	Emergency / alternate	Major dependency	Current warning signs
Water					
Wastewater					
Electricity					
Natural gas / heating fuel					
Hospital					
Urgent care					
Pharmacy					
Emergency medical services					
Fire					
Food					
Fuel					
Transportation					

LOCAL SYSTEMS MAP

SYSTEM REGISTER — CONTINUED

System	Operator / provider	Normal contact	Emergency / alternate	Major dependency	Current warning signs
Communications					
Banking / payment					
Schools					
Courts					
Records / vital records					
Shelters					
Public health					
Disability services					
Elder services					
Major local employers					
Major community organizations					

LOCAL SYSTEMS MAP

CROSS-SYSTEM DEPENDENCIES

Dependency shared by multiple systems	Systems affected	What lawful redundancy exists?

Source basis: Every Government Dies - Field Appendix C.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

NEIGHBORHOOD CONTINUITY SHEET

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Public version + separate private coordinator list	Review whenever conditions change; otherwise monthly during elevated disruption

This form separates public operating information from private welfare information. The public copy can show service status and resources; medical, legal, immigration, identity, or similar sensitive details belong on a separate protected list held only by the designated coordinator when lawful and necessary.

PUBLIC CONTINUITY SHEET

Date updated

Area covered

Public information point

Primary public-agency contacts

Water status / advisory source

Nearest operating clinic / hospital

Nearest pharmacy

Shelter information source

Available voluntary skills

Shared resources and steward

Next review time

NEIGHBORHOOD CONTINUITY SHEET

PRIVATE COORDINATOR-ONLY CATEGORIES

- [ ] Residents requesting welfare checks
- [ ] Medical-power dependencies
- [ ] Mobility / evacuation assistance requests
- [ ] Language-access needs

PRIVACY RULE

- [ ] Do not publish private medical, legal, immigration, or identity information on the public version.
- [ ] Collect only what is necessary for the agreed service.
- [ ] Delete or hand over private lists when they are no longer needed.

Source basis: Built To Resist - Field Appendix C.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

RESILIENCE LEDGER

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Aggregate counts; avoid unnecessary names	Review monthly or after drills

Followers, slogans, and inventory totals do not prove continuity. This ledger tracks tested capability and visible gaps. Use aggregate counts where possible so the record measures capacity without becoming a surveillance list.

RESILIENCE LEDGER

CAPACITY LEDGER

Measure	Current	Target	Last tested / verified	Notes
Households with written communication plans				
Households with tested evacuation routes				
People with current first-aid / CPR training				
People with bleeding-control training				
Water storage days across participating households				
Medical-power backup plans completed				
Critical documents duplicated				
Radios tested				
Battery banks tested				
Smoke / CO alarms checked				
Residents needing evacuation assistance matched with support people				
Languages covered by translators				
Public notices translated				
Community tools inventoried with owner consent				
Mutual-aid procedures documented				
Field guides tested and revised				
Single points of failure identified				
Single points of failure removed				

RESILIENCE LEDGER

Source basis: Built To Resist - Field Appendix D.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

SEVEN-STAGE OBSERVATION CARD

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Share blank copies; observations may be sensitive	Use only when doing a structured review; avoid constant monitoring

The stages are descriptive, not prophecy. Use them to organize observed conditions, repair capacity, and convergence across systems. One bad event is not a stage. Record what you actually see and what would change your assessment.

STAGE REFERENCE

Stage	What you see	What you do
0 - Functioning friction	Isolated failures; repair works; appeals work; staffing recovers.	Ordinary preparedness; learn dependencies; keep records.
1 - Chronic friction	Recurring backlogs, maintenance delays, vacancies, emergency exceptions.	Document trends; remove household single points of failure.
2 - Workaround society	Informal fixes become necessary for normal service.	Document workarounds; build lawful redundancy; preserve official remedies.
3 - Substitution	Private / local / nonprofit systems permanently perform essential functions.	Evaluate accountability, access, exit, and continuity.
4 - Fragmentation	Basic institutional reality differs sharply by place, wealth, network, or jurisdiction.	Maintain a local systems map; strengthen cross-network relationships.
5 - Contested authority	Contradictory orders, uneven enforcement, legal uncertainty, competing legitimacy.	Preserve records; verify jurisdiction; prefer reversible decisions; seek qualified guidance for high-consequence choices.
6 - Rupture	Old authority or essential functions cannot reproduce themselves reliably across territory.	Shift to civilian continuity practices; prioritize survival, reunification, lawful evacuation or shelter, and essential functions.

SEVEN-STAGE OBSERVATION CARD

CURRENT OBSERVATION

Date / review window

Place / system reviewed

Observed stage - if any

Evidence supporting the assessment

Evidence that argues against the assessment

What would change this assessment

Source basis: Every Government Dies - Field Appendix A.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

MONTHLY SYSTEM REVIEW

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Household / local working document	Monthly or quarterly - not daily

Do not monitor collapse every day. Use a scheduled review instead. For each category, choose improving, stable, deteriorating, or unknown, then write one evidence-based sentence explaining why. If the explanation cannot get beyond adjectives, the rating may be emotion rather than conditions.

REVIEW WINDOW

Review date

Area / household / organization

Previous review date

HOUSEHOLD

Question	Observation / evidence	Direction
Income stable?		Improving / Stable / Deteriorating / Unknown
Housing stable?		Improving / Stable / Deteriorating / Unknown
Health needs current?		Improving / Stable / Deteriorating / Unknown
Documents current?		Improving / Stable / Deteriorating / Unknown
Emergency contacts current?		Improving / Stable / Deteriorating / Unknown
Transportation reliable?		Improving / Stable / Deteriorating / Unknown
Savings direction improving or worsening?		Improving / Stable / Deteriorating / Unknown
Any new single point of failure?		Improving / Stable / Deteriorating / Unknown

MONTHLY SYSTEM REVIEW

LOCAL ESSENTIAL SERVICES

Question	Observation / evidence	Direction
Water advisories?		Improving / Stable / Deteriorating / Unknown
Power outages?		Improving / Stable / Deteriorating / Unknown
Hospital changes?		Improving / Stable / Deteriorating / Unknown
Pharmacy closures?		Improving / Stable / Deteriorating / Unknown
Fire / EMS changes?		Improving / Stable / Deteriorating / Unknown
Transit cuts?		Improving / Stable / Deteriorating / Unknown
School disruptions?		Improving / Stable / Deteriorating / Unknown
Major infrastructure closures?		Improving / Stable / Deteriorating / Unknown

ADMINISTRATIVE SYSTEMS

Question	Observation / evidence	Direction
Unusual delays?		Improving / Stable / Deteriorating / Unknown
Repeated errors?		Improving / Stable / Deteriorating / Unknown
Appeals working?		Improving / Stable / Deteriorating / Unknown
Public offices closing?		Improving / Stable / Deteriorating / Unknown
Staffing vacancies?		Improving / Stable / Deteriorating / Unknown

MONTHLY SYSTEM REVIEW

ECONOMIC SYSTEM

Question	Observation / evidence	Direction
Employer stability?		Improving / Stable / Deteriorating / Unknown
Major local layoffs?		Improving / Stable / Deteriorating / Unknown
Insurance availability?		Improving / Stable / Deteriorating / Unknown
Credit access?		Improving / Stable / Deteriorating / Unknown
Business closures?		Improving / Stable / Deteriorating / Unknown
Housing vacancy?		Improving / Stable / Deteriorating / Unknown

INFORMATION

Question	Observation / evidence	Direction
Official communication reliable?		Improving / Stable / Deteriorating / Unknown
Local journalism capacity changing?		Improving / Stable / Deteriorating / Unknown
Rumors causing operational harm?		Improving / Stable / Deteriorating / Unknown
Important agencies still maintaining current public information?		Improving / Stable / Deteriorating / Unknown

MONTHLY SYSTEM REVIEW

CIVIC SYSTEM

Question	Observation / evidence	Direction
Are courts functioning?		Improving / Stable / Deteriorating / Unknown
Are elections and routine administrative processes occurring?		Improving / Stable / Deteriorating / Unknown
Are lawful disputes producing enforceable outcomes?		Improving / Stable / Deteriorating / Unknown
Are emergency measures temporary?		Improving / Stable / Deteriorating / Unknown
Are public meetings and records accessible?		Improving / Stable / Deteriorating / Unknown

SAFETY

Question	Observation / evidence	Direction
Is political violence recurrent locally?		Improving / Stable / Deteriorating / Unknown
Are threats becoming identity-based?		Improving / Stable / Deteriorating / Unknown
Are armed groups taking over ordinary public functions?		Improving / Stable / Deteriorating / Unknown
Are security chains of command clear?		Improving / Stable / Deteriorating / Unknown

MONTHLY SYSTEM REVIEW

PROPORTIONAL ACTION

What dependency does the evidence create?

What low-cost action reduces it?

What should remain unchanged because the evidence does not justify escalation?

Source basis: Every Government Dies - The Monthly System Review.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

VERIFICATION CARD

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Share blank copies	Use before acting on consequential information

Consequential information should leave an audit trail. This card slows the jump from a claim to an action just enough to preserve source, context, uncertainty, and correction.

CLAIM RECORD

Claim / instruction exactly as received

Original source / URL / document / sender

Time received / observed

Place / jurisdiction

VERIFICATION STEPS

1. Preserve the original.
2. Identify the source.
3. Check time.
4. Check place.
5. Separate observation from inference.
6. Look for independent confirmation.
7. Check whether the claimed authority has jurisdiction.
8. Label confidence.
9. Confirm high-consequence instructions through a second channel when time permits.
10. Correct visibly if you were wrong.

VERIFICATION CARD

ASSESSMENT

Independent confirmation

Authority / jurisdiction check

Confidence - High / Medium / Low / Unknown

Action taken / deferred

Correction path if wrong

Source basis: Every Government Dies - Field Appendix D.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

SOURCE DISCIPLINE CARD

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Share blank copies	Use before forwarding a consequential claim

The fastest message is not always the most useful message. Before forwarding something that could change behavior, verify enough to understand what is being claimed, whether it is current, and what harm an error could cause.

BEFORE FORWARDING

1. What exactly is being claimed?

2. Who is the original source?

3. When and where was it observed?

4. Is there independent confirmation?

5. Could the information be outdated even if it was once true?

6. Does sharing it expose a vulnerable person or live location?

7. What action would someone take because of it?

8. Can the claim wait for verification?

9. If it is wrong, how will the correction reach everyone who saw it?

DECISION

Forward / hold / reject / verify further

Reason

Correction channel if needed

Source basis: Built To Resist - Field Appendix F.
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Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

AUTHORITY AMBIGUITY DECISION CARD

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private / case-specific	Use when instructions conflict

This is not legal advice. It creates a disciplined record of the instruction, issuing actor, claimed authority, scope, documents, consequences, and reversible options. For high-stakes choices, seek qualified legal guidance when available.

CONFLICTING INSTRUCTIONS

Instruction A - exact wording / source

Issuing actor A

Instruction B - exact wording / source

Issuing actor B

AUTHORITY AND SCOPE

Authority classification - de jure / de facto / administrative competence / external recognition / combination

Territory / institution / person / transaction / duration

Stated legal basis / case number / notice / receipt

OPTIONS

Option	Immediate consequence	Reversible?	Qualified guidance needed?
Comply			
Delay			
Challenge / appeal			
Do not comply			
Other			

AUTHORITY AMBIGUITY DECISION CARD

RECORD PRESERVATION

- [ ] Preserve originals and prior records when lawful and safe.
- [ ] Do not destroy earlier documentation merely because a new system appears.
- [ ] Avoid unnecessary declarations of allegiance.
- [ ] Record what happened for later appeal, correction, insurance, historical reconstruction, or legal review.

Source basis: Every Government Dies - Field Appendix E.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

SUPPORT THE FUNCTION DECISION WORKSHEET

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Working document	Use when deciding what to preserve, reform, replace, decentralize, or retire

Institutions are not identical to the functions people need from them. This worksheet asks whether a function is essential, what records and skills sustain it, what can be removed, whether a replacement can actually carry the load, and how leadership can change without destroying capacity.

FUNCTION REVIEW

Institution / service / process

What human need does this function serve?

What happens if it stops tomorrow?

Who actually knows how to operate it?

Which records are necessary?

Which parts are abusive, obsolete, or illegitimate?

Can those parts be removed without destroying the function?

Does a replacement exist?

Can the replacement carry the load?

Who can challenge the institution?

How does leadership change without destroying capacity?

SUPPORT THE FUNCTION DECISION WORKSHEET

CHOOSE DELIBERATELY

Decision - Preserve / Reform / Replace / Decentralize / Retire

Reason and evidence

Review date / conditions that would change the decision

Source basis: Every Government Dies - Field Appendix F.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

NON-FACTIONAL NEIGHBORHOOD CHARTER

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Public charter; keep participant private data separate	Review before adoption and after any emergency role expansion

Mutual aid can preserve essential functions without becoming a political loyalty system. This template creates a narrow, reviewable scope and makes handover, privacy, correction, and expiration part of the design from the beginning.

ADOPTION DETAILS

Group / area

Date adopted

Next review date

Public point of contact

CHARTER COMMITMENTS

- ☐ We provide continuity assistance based on need, not political loyalty.
- ☐ Participation is voluntary. Receiving help does not create membership or ideological obligation.
- ☐ We do not operate an armed or coercive enforcement arm.
- ☐ We collect only information necessary to provide the agreed service and protect it from unrelated use.
- ☐ We publish our scope, roles, basic finances, and inventory rules.
- ☐ Leadership and emergency roles are reviewable and, where practical, rotating.
- ☐ We distinguish verified information from rumor; correction is not treated as disloyalty.
- ☐ We coordinate with legitimate public, private, nonprofit, and humanitarian services where possible.
- ☐ We maintain handover documentation and reduce or dissolve emergency structures when they are no longer needed.

NON-FACTIONAL NEIGHBORHOOD CHARTER

LOCAL ADAPTATION

Scope of assistance

Role rotation / review rule

Privacy and records rule

Handover / sunset trigger

Source basis: Every Government Dies - Field Appendix G.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

PROFESSIONAL CONTINUITY WORKSHEET

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Professional / organization-sensitive	Review annually and after role or system changes

Write short answers before a crisis makes them urgent. The point is not to copy private or proprietary material. It is to identify the lawful knowledge, dependencies, records, skills, and handoff steps required to keep a legitimate function from disappearing with one person or one system.

ROLE CONTINUITY

Role / function

What is the core function of my role?

Minimum people required

Minimum equipment required

Minimum data required

Minimum utilities required

Critical vendors / outside systems

Which procedures are safety-critical?

Which records must survive an outage, leadership change, or system migration?

Who else can perform key tasks, and which single-person dependencies remain?

What can continue safely offline?

What requires legal, supervisory, licensing, or ethical authorization?

Which credentials, certifications, work samples, references, and contacts should I lawfully preserve?

Which skills travel with me if the title or institution disappears?

What would a clean handoff look like if I had to leave tomorrow?

PROFESSIONAL CONTINUITY WORKSHEET

Source basis: Every Government Dies - Field Appendix H.
Current revision: builttoresist.com/continuity-desk/ · Site v0.60.0 · Form revision 1.0 · 2026-10-03
Status: Independent educational planning resource. No government affiliation. Not legal, medical, or emergency-management advice.

ORGANIZATION 72-HOUR CONTINUITY DRILL

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Internal working document	Exercise at least annually; review after major system or staffing changes

This is a drill, not a disaster fantasy. Test whether authority, staffing, data, communications, facilities, suppliers, money, and public responsibilities can continue lawfully and safely if normal administrative systems are unavailable for three days.

PEOPLE

Who has decision authority if leaders are unreachable?

Who can perform critical tasks?

Who has backup?

What tasks require credentials?

What tasks can safely stop?

INFORMATION

What data is essential?

Where is it backed up?

Can necessary information be reached offline?

Who has authorized access?

How are changes logged?

COMMUNICATIONS

How do staff coordinate if primary channels fail?

How do you reach clients or the public?

What channel is trusted for urgent notices?

ORGANIZATION 72-HOUR CONTINUITY DRILL

FACILITIES AND SUPPLY

Can the building / workspace operate safely?

What utilities are essential?

What critical supplies or vendors have long lead times?

What alternate location or remote process exists, if any?

FINANCE / AUTHORITY

Who can approve emergency spending?

What payments must continue?

What legal / regulatory obligations cannot be paused?

What records document temporary decisions and their expiration?

EXERCISE RESULTS

Test item	Worked?	Gap found	Owner	Due date

ORGANIZATION 72-HOUR CONTINUITY DRILL

Source basis: Every Government Dies - The Organization Continuity Drill.
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INSTITUTIONAL INTERVIEW WORKSHEET

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Do not collect protected or sensitive operational details	Use occasionally for institutional literacy

Ask the operator, not just the spokesperson, what ordinary dependencies matter. The purpose is institutional literacy, not intelligence collection. Do not pressure workers to reveal protected infrastructure details, security arrangements, private records, credentials, patient information, or vulnerabilities that should not be public.

CONTEXT

Institution / function

Role interviewed - no unnecessary personal details

Date

Public / lawful context for conversation

QUESTIONS

Question	Notes - keep at appropriate sensitivity
What is the hardest position to fill?	
What breaks most often?	
What is the longest lead-time part?	
What task depends on one person?	
What happens during an outage?	
What outside system are you most dependent on?	
What do customers misunderstand about your work?	
What problem keeps recurring because nobody has authority or money to fix it?	
What would make the service stop for a week?	

INSTITUTIONAL INTERVIEW WORKSHEET

CONVERGENCE

Dependencies that also appear in other systems

What is public and safe to retain?

What should not be recorded or shared?

Source basis: Every Government Dies - The Institutional Interview.
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REPAIR TEST WORKSHEET

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Working document	Use after an important failure

A system is revealed by what happens after failure. This worksheet distinguishes returning service from learning enough to prevent the same emergency from recurring.

FAILURE RECORD

What failed?

Date / duration

Who or what was affected?

SEVEN-STEP REPAIR TEST

Step	Question	Evidence / result	Status
1 Detection	Did the institution notice the problem itself or did the public have to force recognition?		
2 Communication	Did it explain what happened, what is known, what is unknown, and what people should do?		
3 Containment	Did it reduce immediate harm?		
4 Repair	Did the service return?		
5 Accountability	Did the institution identify cause and responsibility appropriately?		
6 Learning	Did procedures, staffing, infrastructure, or policy change?		
7 Memory	Will the organization remember the lesson after current staff leave?		

REPAIR TEST WORKSHEET

FOLLOW-THROUGH

Root cause / contributing factors

Change that should prevent recurrence

Who owns the follow-up?

Verification date

Source basis: Every Government Dies - The Repair Test.
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STAGE-BASED READINESS MATRIX

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Share blank copies	Reference during structured reviews

Preparedness should be proportional. The matrix links each descriptive stage to different household, information, and community or workplace priorities. It is not a prediction model and should not be read from one signal alone.

READINESS MATRIX

Stage	Household	Information	Community / work
0 - Functioning friction	Ordinary preparedness, current records, routine maintenance.	Verify before sharing; do not interpret normal errors as collapse.	Learn dependencies and document procedures.
1 - Chronic friction	Add time buffers, alternate providers, and modest redundancy.	Track trends and recovery.	Document recurring gaps and protect institutional memory.
2 - Workaround society	Know unofficial processes without relying on one insider.	Preserve primary records; distinguish formal instructions from workarounds.	Document shadow competence and cross-train.
3 - Substitution	Identify private, family, nonprofit, employer, or local substitutes that have become essential.	Verify who controls access and records.	Demand visible rules, appeal, privacy, and handoff.
4 - Fragmentation	Make records and credentials portable; maintain realistic mobility options.	Prioritize place-specific conditions over national mood.	Build interoperability across jurisdictions and providers.
5 - Contested authority	Preserve legal and administrative options; keep essentials and relocation plans current.	Verify issuing authority, territory, scope, and duration.	Keep essential services non-factional, document temporary directives, prefer reversible decisions.
6 - Rupture	Shift to survival, reunification, continuity, and lawful evacuation or shelter decisions.	Preserve source material and uncertainty.	Maintain essential civilian functions and humanitarian access where possible.

STAGE-BASED READINESS MATRIX

LOCAL NOTES

Current stage assessment - if any

Evidence

Low-cost readiness action

What would justify moving back toward ordinary posture?

Source basis: Every Government Dies - Field Appendix J.
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FIRST-WEEK REBUILDING BOARD

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Designed for public status posting; do not include private case details	Update as conditions change; every entry should show a verification time

After severe disruption, people need a verified public picture of essential functions. Each line should show current status, last verified time, responsible organization, next expected update, and a way to report an error. The board tracks functions; it is not a political loyalty list.

PUBLIC REBUILDING BOARD

Function	Current status	Last verified	Responsible organization	Next update	Error-report channel
Safe water and sanitation					
Emergency and routine medical care					
Food supply and distribution					
Shelter and housing safety					
Fire response					
Electricity and fuel for critical services					
Telecommunications and public alerts					
Waste collection					
Schools and child care					
Transportation corridors for essential movement					
Missing-person and family-reunification process					
Civil records and document replacement					
Court and dispute-resolution status					
Public-safety complaint and emergency contact process					
Public spending and aid inventory					

FIRST-WEEK REBUILDING BOARD

BOARD RULES

- [ ] Show uncertainty explicitly when status is unknown.
- [ ] Separate public status from private case information.
- [ ] Publish corrections visibly.
- [ ] Record temporary authority and its expiration when relevant.

Source basis: Built To Resist - Field Appendix E.
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MEDICATION & MEDICAL CONTINUITY SHEET

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private medical information when completed	Review after medication, diagnosis, provider, or device changes

A medical record can become unusable when the portal is unavailable, the usual pharmacy is closed, or a caregiver must explain needs quickly. Keep this sheet current, concise, and protected. It is an information aid—not a prescription, diagnosis, or substitute for professional care.

PERSON AND CARE CONTACTS

Name / preferred name

Date of birth (optional if appropriate)

Primary clinician / practice / phone

Primary pharmacy / phone

Backup pharmacy / phone

Emergency contact / relationship / phone

MEDICATION REGISTER

Medication / generic	Strength	Dose & frequency	Purpose / condition	Prescriber	Refill / notes

MEDICATION & MEDICAL CONTINUITY SHEET

ALLERGIES, DEVICES, AND TIME-SENSITIVE NEEDS

Medication / food / material allergies and reaction

Medical devices or supplies used

Power-dependent equipment and backup plan

Medication requiring refrigeration / temperature plan

Mobility / communication / sensory access needs

Other time-sensitive care information

REVIEW DISCIPLINE

- ☐ Carry or store a protected current copy where it can be found in an emergency.
- ☐ Share only with people who legitimately need the information.
- ☐ Do not alter medication use based only on this worksheet; contact a qualified clinician or pharmacist.
- ☐ Review after medication, allergy, provider, pharmacy, or device changes.

Source basis: Built To Resist medical continuity chapters; CDC prescription preparedness guidance.
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CARE & DEPENDENCY CONTINUITY PLAN

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private when completed	Review every 6 months and after care changes

Care arrangements often fail indirectly: transportation changes, a caregiver is unavailable, power is lost, or a routine service closes. This sheet records the minimum continuity information a trusted substitute caregiver would need without turning care recipients into a public list.

PERSON OR DEPENDENT

Name / preferred name

Primary caregiver / contact

Backup caregiver / contact

Usual location / program / school / service

Out-of-area contact

Communication or language needs

DAILY CONTINUITY NEEDS

Need / routine	When it matters	Who normally provides it	Backup / substitute	Notes

CARE & DEPENDENCY CONTINUITY PLAN

MOVEMENT, EQUIPMENT, AND REUNIFICATION

Mobility / transfer / transport needs

Essential equipment or charging needs

Medication / feeding / refrigeration needs

Primary meeting or reunification location

Alternate meeting or reunification location

Who may receive the person under existing lawful arrangements

CARE HANDOFF

- [ ] Keep legal guardianship, consent, school, medical, or service documents where appropriate; this worksheet does not create legal authority.
- [ ] Tell backup caregivers where essential supplies and records are kept.
- [ ] Do not post private care information on public neighborhood boards.
- [ ] Review the plan after a hospitalization, school/service change, move, or caregiver change.

Source basis: Built To Resist vulnerable-first and communications chapters; Every Government Dies household playbook.
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FINANCIAL CONTINUITY & OBLIGATIONS LEDGER

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private financial information when completed	Review quarterly and after account or income changes

Financial continuity is not about storing full account numbers on a printable sheet. It is about knowing what must be paid, who must be contacted, what can be paused, where income comes from, and what fallback exists when normal payment channels fail.

INCOME AND ACCESS

Income / benefit source	Normal access method	Contact	Fallback if delayed	Next review

CRITICAL OBLIGATIONS

Obligation	Due / frequency	Provider / lender contact	Auto-pay?	Fallback / hardship contact	Priority

FINANCIAL CONTINUITY & OBLIGATIONS LEDGER

INSURANCE AND FINANCIAL CONTACTS

Primary bank / credit union contact (no full account number)

Mortgage / landlord / housing contact

Insurance contacts and policy-location note

Employer / payroll / benefits contact

Tax / benefits portal or agency contact

Trusted financial / legal contact if applicable

CONTINUITY RULES

- ☐ Do not print full passwords, PINs, full payment-card numbers, or unnecessary account numbers.
- ☐ Keep copies of essential records in protected separate locations.
- ☐ Know how to reach lenders, insurers, employers, and benefits administrators if normal channels fail.
- ☐ Document hardship arrangements, claim numbers, receipts, and promises made by phone.

Source basis: Every Government Dies household financial continuity chapters; CFPB/FEMA disaster financial preparedness.
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INSURANCE & LOSS DOCUMENTATION LOG

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private claim information when completed	Use after a covered loss or major damage event

Claims fail when dates, receipts, photographs, policy details, and conversations scatter across devices and people. This log creates one chronological record while leaving legal coverage decisions to the policy and insurer.

INCIDENT AND POLICIES

Incident / event

Date and time discovered

Location

Affected property / vehicle / item

Insurer / policy type

Claim number / case number

Primary insurer contact / adjuster

EVIDENCE AND EXPENSE LOG

Date/time	Photo / video / document reference	Damage / expense / temporary repair	Amount	Receipt kept?	Notes

INSURANCE & LOSS DOCUMENTATION LOG

CONTACT LOG

Date/time	Organization / person	Channel	What was reported / promised	Next step / deadline

CLAIM DISCIPLINE

- ☐ Document damage before and after temporary repairs when safe and lawful.
- ☐ Keep receipts for emergency expenses and repairs.
- ☐ Do not discard damaged property until you understand insurer or legal requirements.
- ☐ Write down deadlines, claim numbers, denials, appeal rights, and the source of instructions.

Source basis: Built To Resist records and recovery chapters; CFPB post-disaster financial guidance.
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EVACUATION, SHELTER & REUNIFICATION PLAN

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private when completed	Review seasonally, before travel, and after household changes

Movement decisions become harder under uncertainty. A calm, written plan should identify destinations, transport, accessibility needs, reunification points, and trusted information sources without pretending one route or choice is always safe.

DECISION TRIGGERS

We reassess sheltering when

We reassess leaving when

We do not travel when

Primary official / local alert sources

Who makes the household decision if separated

DESTINATIONS AND TRANSPORT

Option	Destination / meeting point	Primary transport	Backup transport	Accessibility / pet needs	Contact
Primary					
Alternate					
Out-of-area					

EVACUATION, SHELTER & REUNIFICATION PLAN

CHECK-IN AND REUNIFICATION

Out-of-area relay contact

Primary check-in windows

Primary household meeting place

Secondary household meeting place

School / work reunification procedure

Plan if phones are unavailable

BEFORE MOVING

- [ ] Verify destination and route conditions through current reliable sources when possible.
- [ ] Take essential medications, records, chargers, mobility aids, and appropriate supplies.
- [ ] Tell the out-of-area contact the plan when safe to do so.
- [ ] Do not make a route permanent in your mind; conditions can change.

Source basis: Built To Resist evacuation, communications, and vulnerable-first chapters; Every Government Dies household navigation.
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DOCUMENT REPLACEMENT & CASE TRACKER

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private when completed	Use whenever essential records are lost, inaccessible, disputed, or being replaced

When records are missing, the work becomes procedural: identify the issuing office, preserve proof, obtain a case number, note fees and deadlines, and keep every receipt and response. This tracker keeps replacement work from disappearing into phone calls and portals.

REPLACEMENT REGISTER

Record	Issuing office / custodian	Case / reference no.	Proof required	Requested	Deadline / ETA	Status

DOCUMENT REPLACEMENT & CASE TRACKER

EVIDENCE SUBMITTED

Date	Case / record	Document or proof submitted	How sent	Receipt / confirmation	Original retained?

FOLLOW-UP AND ESCALATION

Next follow-up date

Appeal / correction path if denied

Fee waiver / hardship path if applicable

Trusted copy holder / backup location

Records still impossible to replace

DOCUMENT REPLACEMENT & CASE TRACKER

REPLACEMENT DISCIPLINE

- [ ] Keep originals when an office accepts copies unless an original is legally required.
- [ ] Record confirmation numbers and names/titles when available.
- [ ] Preserve denial notices and appeal instructions.
- [ ] Update the Household Continuity File when replacement is complete.

Source basis: Built To Resist records and rights chapters; Every Government Dies household continuity file.
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ESSENTIAL RECORDS REGISTER & BACKUP TEST

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Organization-sensitive; protect restricted records	Review at least annually and after major system changes

A continuity plan is incomplete if the essential records exist only in the system that just failed. Identify what must survive, who is authorized to access it, where redundant copies exist, and when restoration was last tested.

ESSENTIAL RECORDS REGISTER

Record / data set	Function supported	Custodian	Primary system / location	Backup / alternate	Access authority	Retention / notes

ESSENTIAL RECORDS REGISTER & BACKUP TEST

RECOVERY TEST

Record / system	Backup last verified	Restore / access test date	Tester	Result	Corrective action / owner

CONTINUITY QUESTIONS

Records required in first 4 hours

Records required in first 24 hours

Records required for payroll / personnel

Records required for contracts / vendors

Records required to protect public / client legal or financial rights

Offline or hard-copy records that must be pre-positioned

ESSENTIAL RECORDS REGISTER & BACKUP TEST

CONTROL RULES

- ☐ Use appropriate access controls for sensitive and personally identifiable information.
- ☐ Document system migrations and corrections; preserve audit history where required.
- ☐ Keep backups in a failure domain different from the primary system when feasible.
- ☐ Test restoration, not just backup creation.

Source basis: Built To Resist records chapters; FEMA continuity guidance on essential records.
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DELEGATION, SUCCESSION & HANDOFF SHEET

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Organization-sensitive	Review annually and whenever key roles change

A name on an org chart is not a handoff. Continuity requires a clear triggering condition, defined authority, limits, access, records, contacts, and an end point. This worksheet supports planning but does not itself create legal authority.

ROLE AND TRIGGER

Essential role / function

Primary role holder

First successor / alternate

Second successor / alternate

Trigger for succession / delegation

Who confirms the trigger under existing rules

AUTHORITY AND LIMITS

Authority that transfers

Authority that does NOT transfer

Spending / approval limits

Records / systems the successor needs

Licensing / legal / supervisory limits

Expected duration / return condition

DELEGATION, SUCCESSION & HANDOFF SHEET

HANDOFF CHECKLIST

- ☐ Current status and unresolved issues transferred.
- ☐ Essential records and access paths identified.
- ☐ External contacts and vendors transferred.
- ☐ Deadlines, risks, and pending decisions identified.
- ☐ Handoff acknowledged by outgoing and incoming role holders where possible.

ACKNOWLEDGMENT

Outgoing name / role / date

Incoming name / role / date

Reviewer / approving authority if required

Next review or expiration

Source basis: Built To Resist temporary-power and handoff chapters; FEMA continuity concepts on orders of succession and delegations of authority.
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TEMPORARY AUTHORITY MANDATE & SUNSET RECORD

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Public mandate with protected annexes if needed	Create before or at activation; review on a fixed schedule

Temporary authority becomes dangerous when nobody can say what it may do or when it ends. This form forces scope, records, review, complaint, financial, conflict, and sunset rules onto paper before “for now” becomes permanent.

MANDATE

Body / role name

Problem it is authorized to address

Jurisdiction / service area

Start date / time

Automatic expiration date / time

Renewal rule and who may renew

Public contact / notice location

AUTHORIZED AND PROHIBITED ACTIONS

Authorized action / resource	Limit / condition	Record required	Reviewer

Actions explicitly NOT authorized

Rights / minority protections that remain in force

TEMPORARY AUTHORITY MANDATE & SUNSET RECORD

ACCOUNTABILITY

Public minutes / decision log location

Spending ledger location

Conflict-of-interest disclosure process

Complaint / appeal process

Independent / external review point

Records custodian

SUNSET AND HANDOFF

- [ ] Expiration or renewal must be affirmatively reviewed; silence does not extend authority.
- [ ] Emergency records and property are handed to the lawful successor or custodian.
- [ ] Unused funds, inventory, credentials, and access are reconciled.
- [ ] A closeout notice states what ended, what continues, and where records went.

TEMPORARY AUTHORITY MANDATE & SUNSET RECORD

Source basis: Built To Resist Chapter 30; Every Government Dies Chapter 44 and Atlas 10.
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RESOURCE INVENTORY & CUSTODY LEDGER

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Operational; avoid unnecessary personal data	Update at receipt, transfer, issue, and reconciliation

Shared resources create accountability obligations. Track custody and condition without turning the inventory into a political membership list or publishing sensitive storage details.

INVENTORY REGISTER

Item / resource	Source / donor category	Qty received	Unit	Steward / location code	Restricted use?	Date

RESOURCE INVENTORY & CUSTODY LEDGER

ISSUE / TRANSFER LOG

Date/time	Item	Qty out / in	From / to function	Authorized by	Balance	Condition / notes

RECONCILIATION

Last physical count date

Person(s) reconciling

Discrepancies

Damaged / expired / unusable items

Corrective action

Next reconciliation date

RESOURCE INVENTORY & CUSTODY LEDGER

CUSTODY RULES

- [ ] Use function or service categories instead of political or ideological labels.
- [ ] Protect exact storage details if disclosure creates theft or safety risk.
- [ ] Separate authorization, custody, and recordkeeping when practical.
- [ ] Document losses, breakage, disposal, and exceptions.

Source basis: Built To Resist neighborhood, aid, and rebuilding chapters.
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AID DISTRIBUTION & EXCEPTION LOG

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private case detail; publish aggregate rules and totals	Use whenever scarce aid or supplies are distributed

Scarcity creates power. A distribution log should make the rule visible, show exceptions, and support audit while collecting the minimum personal information necessary for the service.

DISTRIBUTION RULE

Program / resource

Eligibility or priority rule

Unit / limit per person or household / case

Decision authority

Appeal / correction contact

Rule published where / when

DISTRIBUTION LEDGER

Date/time	Resource	Service / eligibility category	Qty	Anonymous / case ref if needed	Decision / exception	Recorder

AID DISTRIBUTION & EXCEPTION LOG

EXCEPTION LOG

Case ref	Rule exception	Reason	Who approved	Duration / one-time?	Review date

FAIRNESS CONTROLS

- ☐ Aid is based on published need or service criteria, not political loyalty.
- ☐ Collect only data necessary to deliver and account for the service.
- ☐ Publish aggregate totals and rules where appropriate without exposing recipients.
- ☐ Record corrections and appeals without punishing good-faith questions.

Source basis: Built To Resist essential-services and rebuilding chapters; Every Government Dies substitution and patronage analysis.
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VOLUNTEER ROLE, SHIFT & HANDOFF LOG

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Operational; keep medical/ identity details off public copies	Use for each operational period

Volunteer systems become brittle when information lives only in one person's memory. A short handoff log reduces missed welfare checks, duplicated work, lost keys, forgotten tasks, and accidental permanent authority.

SHIFT / OPERATIONAL PERIOD

Date

Function / location

Shift start

Shift end

Coordinator / contact

Primary public or official liaison if any

ASSIGNMENTS

Role / task	Assigned to	Status	Next action	Due / check time

VOLUNTEER ROLE, SHIFT & HANDOFF LOG

HANDOFF

Unresolved safety issue

People / cases requiring follow-up by reference only

Keys / equipment / inventory transferred

Public notices that need updating

Next coordinator / shift contact

Time handoff completed

ROLE DISCIPLINE

- ☐ Do not collect unnecessary identity, medical, immigration, or political information.
- ☐ A temporary coordinator is a function, not a rank.
- ☐ Record what changed so the next person does not rely on rumor.
- ☐ Close or hand off the log when the function ends.

Source basis: Built To Resist Circle / handoff themes; Every Government Dies continuity and succession chapters.
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PUBLIC NOTICE & CORRECTION LOG

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Designed for public information; protect private case details	Use whenever consequential public notices are posted or corrected

Public information becomes dangerous when old notices remain visible, corrections cannot reach the original audience, or nobody can say which source authorized a claim. This log treats every consequential notice as a versioned record.

NOTICE REGISTER

Notice ID	Issued date/time	Subject / claim	Source / authority	Status	Channels / locations	Next review

CORRECTION / SUPERSESSION LOG

Notice ID	Changed date/time	What changed	Why	Replacement notice ID	Channels corrected	Recorder

PUBLIC NOTICE & CORRECTION LOG

ACCESS AND REACH

Languages required / provided

Accessibility formats required / provided

Offline posting locations

Radio / phone / SMS / web channels used

Who removes or marks superseded notices

PUBLICATION DISCIPLINE

- ☐ Timestamp every consequential notice.
- ☐ Label unconfirmed information clearly rather than presenting it as fact.
- ☐ Correct visibly and through the same channels when practical.
- ☐ Do not publish private medical, identity, shelter, or live-location details unnecessarily.

Source basis: Built To Resist communications and source-discipline chapters; First-Week Rebuilding Board.
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MISSING-PERSON & REUNIFICATION INTAKE LOG

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Highly sensitive; restrict access and minimize data	Use only for legitimate reunification activity; close cases promptly

Missing-person information requires disciplined handling. Use one case number, separate reported missing from confirmed status, protect children and vulnerable people from unauthorized release, and coordinate with legitimate authorities or humanitarian services where available.

INTAKE

Case number

Date / time reported

Person sought (minimum necessary identifying information)

Reporter name / contact / relationship

Last confirmed contact date / time

Last confirmed location (protect if sensitive)

Immediate vulnerability / medical concern (minimum necessary)

VERIFICATION AND COORDINATION

Date/time	Source / organization contacted	Information received	Confidence / verification	Next action	Recorder

MISSING-PERSON & REUNIFICATION INTAKE LOG

STATUS AND CLOSURE

Current status: open / located / reunited / referred / other

Authorized reunification / release contact

Closure date / time

Where the authoritative case record is retained

Information that must be removed from public postings

PROTECTION RULES

- ☐ Do not use social media as the sole authoritative registry.
- ☐ Do not publicly release children, survivors, shelter locations, or vulnerable-person details without appropriate authority and consent.
- ☐ Distinguish reported missing, located, reunited, and confirmed-death information.
- ☐ Close duplicate cases and preserve an audit trail of the merge.

Source basis: Built To Resist Chapter 28 and First-Week Rebuilding Board.
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SERVICE RESTORATION PRIORITY WORKSHEET

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Operational; do not publish protected infrastructure vulnerabilities	Use during recovery planning and after major service interruption

Restoration decisions always allocate scarce labor, access, fuel, parts, and time. This worksheet makes the criteria visible while keeping protected technical details out of the public copy.

SERVICE / FUNCTION

Service or function

Area / population served

Responsible operator

Current status

Last verified time

Public contact / notice source

PRIORITY FACTORS

Factor	Low	Medium	High / critical	Evidence / notes
Immediate threat to life				
Public-health consequence				
Dependency cascade				
Population / vulnerable groups affected				
Time sensitivity				
Feasibility / resources ready				
Equity / access consequence				

SERVICE RESTORATION PRIORITY WORKSHEET

DECISION

Priority assigned

Reason in one sentence

Resources / dependencies required

Who approved within existing authority

Next review time

Public explanation / status update location

NEUTRALITY RULE

- ☐ Do not prioritize or deprioritize service based on political identity or loyalty.
- ☐ Use safety, dependency, public-health, access, and feasibility criteria.
- ☐ Separate public rationale from protected technical or security details.
- ☐ Reassess as conditions and dependencies change.

Source basis: Built To Resist essential-services and first-week recovery chapters; Every Government Dies dependency-stack analysis.
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EMERGENCY SPENDING, PROCUREMENT & EXCEPTION LEDGER

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Public accounting with protected vendor/security details where justified	Update at authorization, commitment, receipt, and reconciliation

Urgency can justify streamlined procedures, but it does not eliminate the need for a record. Track who authorized spending, what rule or exception applied, what was received, and what must be reviewed later.

SPENDING / COMMITMENT LEDGER

Date	Purpose / item	Vendor / source	Amount / est.	Authority / approver	Procedure / exception	Receipt / contract ref

EMERGENCY SPENDING, PROCUREMENT & EXCEPTION LEDGER

RECEIPT AND PERFORMANCE

Transaction ref	Goods / service received	Date received	Quantity / deliverable	Accepted by	Variance / problem

EXCEPTION REVIEW

Emergency rule / exception relied on

Why normal procedure could not be used

Conflict-of-interest disclosure / review

Price / reasonableness check performed

Post-emergency review due

Disposition of unused funds / property

EMERGENCY SPENDING, PROCUREMENT & EXCEPTION LEDGER

CONTROL RULES

- ☐ Separate approval, payment, receipt, and recordkeeping when practical.
- ☐ Preserve receipts, bids, contracts, and exception rationales.
- ☐ Publish aggregate spending and exceptions after immediate safety/privacy risks pass when appropriate.
- ☐ Record conflicts and recusals rather than relying on verbal assurances.

Source basis: Built To Resist temporary-power, corruption-control, and rebuilding chapters.
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COMPLAINT, APPEAL & CORRECTION REGISTER

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Private case details; publish aggregate process and outcomes when appropriate	Use whenever a service or temporary body makes consequential decisions

A system without a correction path converts mistakes into power. This register creates a boring but visible path from intake to disposition while separating public accountability from private case details.

CASE REGISTER

Case no.	Received	Issue / decision challenged	Intake channel	Assigned reviewer	Deadline	Status

DISPOSITION

Case no.	Decision date	Outcome	Reason / record ref	Correction made?	Further appeal / review

COMPLAINT, APPEAL & CORRECTION REGISTER

PROCESS CONTROLS

Published complaint / appeal instructions

Accessibility / language accommodation path

Conflict / recusal rule

Records retention location

Aggregate reporting cadence

Independent review or escalation point

FAIRNESS RULES

- [ ] A complaint does not reduce eligibility for unrelated aid or service.
- [ ] Use case numbers publicly instead of names when possible.
- [ ] Record missed deadlines and reasons.
- [ ] Preserve the original decision and the correction / appeal outcome.

Source basis: Built To Resist due-process and temporary-authority chapters; Every Government Dies accountability chapters.
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RECORDS CORRECTION & PROVENANCE LOG

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Sensitive recordkeeping; access by authorized custodians	Use whenever an authoritative record is corrected, migrated, reconciled, or disputed

A corrected record should not silently erase the history of what changed. This log separates original, interpretation, correction, and migration so later reviewers can reconstruct the record without treating every older version as current.

RECORD EVENT

Event ID	Record / case	Event type	Date/time	Prior version ref	New version ref	Custodian

CORRECTION / MIGRATION BASIS

Evidence supporting change

Person / authority authorizing change

Reason for correction / migration

Integrity check / checksum if used

System / format migrated from

System / format migrated to

RECORDS CORRECTION & PROVENANCE LOG

REVIEW AND ACCESS

Who may view the audit trail

Appeal / correction challenge path

Backup location

Retention requirement

Next integrity / readability test

PROVENANCE RULES

- ☐ Preserve the fact of a lawful correction rather than silently rewriting history.
- ☐ Distinguish original records from later annotations or interpretations.
- ☐ Document migrations between systems and formats.
- ☐ Use integrity checks as evidence of file continuity, not as proof that the underlying claim is true.

Source basis: Built To Resist Chapter 31; Every Government Dies Chapter 43; FEMA essential-records continuity concepts.
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VENDOR & SUPPLIER DEPENDENCY MAP

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Organization-sensitive; do not publish security-sensitive details	Review quarterly for essential functions and after vendor changes

A backup plan can fail because the backup uses the same vendor, fuel source, cloud region, road, payment processor, or specialist as the primary system. Map dependencies far enough to discover hidden single points of failure.

DEPENDENCY REGISTER

Function	Vendor / supplier / service	What it provides	Primary contact	Fallback / alternate	Shared dependency / risk	Criticality

SINGLE-POINT-OF-FAILURE TEST

Vendor / service with no substitute

Dependency shared by primary and backup

Contract / license / credential that can expire

Physical delivery dependency

Payment / banking dependency

Communications / platform dependency

VENDOR & SUPPLIER DEPENDENCY MAP

FALLBACK READINESS

Dependency	Fallback identified?	Fallback tested?	Last test	Owner	Gap / corrective action

BOUNDARY

- ☐ Record ordinary continuity information, not protected security vulnerabilities.
- ☐ Confirm that alternates are genuinely independent where practical.
- ☐ Keep current contracts, support contacts, and lawful access credentials under proper controls.
- ☐ Review after vendor mergers, platform migrations, route changes, or major outages.

Source basis: Every Government Dies dependency-stack and professional continuity chapters; FEMA continuity principles.
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FACILITY REOPENING & HANDOFF VERIFICATION

FORM REVISION	PRIVACY	REVIEW CADENCE
1.0	Operational; protect safety/ security details not appropriate for public release	Use before reopening or handing back a disrupted facility or service point

Reopening should mean more than unlocking the door. Confirm utilities, life safety, accessibility, staffing, records, communications, sanitation, supplies, public notice, unresolved hazards, and who accepts responsibility for the next operational period.

FACILITY / SERVICE

Facility / service point

Address / area

Function

Closed since

Proposed reopen / handoff time

Responsible organization / role

READINESS CHECKS

Check	Verified by	Date/time	Status / limitation
Life safety / fire / exits			
Water / sanitation			
Power / temperature / lighting			
Accessibility / mobility access			
Communications / public contact			
Staffing / role coverage			
Records / systems access			
Supplies / waste handling			
Known hazards / restricted areas			

FACILITY REOPENING & HANDOFF VERIFICATION

PUBLIC AND OPERATIONAL HANDOFF

Public reopening notice issued where / when

Limitations or reduced services clearly stated

Unresolved work order / hazard references

Keys / credentials / inventory handed to

Next review / inspection time

Person accepting operational responsibility

REOPENING RULE

- ☐ Do not mark “open” when essential safety or access conditions remain unknown.
- ☐ State reduced capacity or unavailable services plainly.
- ☐ Preserve records of inspections, limitations, and unresolved hazards.
- ☐ Reassess after the first operational period.

Source basis: Built To Resist first-week rebuilding and essential-services chapters.
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