



**Federal Deposit Insurance Corporation**  
550 17th Street NW, Washington, D.C. 20429-9990

**Financial Institution Letter**  
**FIL-6-2008**  
**February 6, 2008**

## **INTERAGENCY STATEMENT ON PANDEMIC PLANNING**

### **Guidance for Minimizing a Pandemic's Potential Adverse Effects**

**Summary:** The Federal Financial Institutions Examination Council has issued the attached "Interagency Statement on Pandemic Planning" (Statement) identifying actions that financial institutions should take to minimize the potential adverse effects of a pandemic. An institution's business continuity plan should address pandemics and provide a preventive program, a documented strategy scaled to the stages of a pandemic outbreak, a comprehensive framework to ensure the continuance of critical operations, a testing program, and an oversight program to ensure that the plan is reviewed and updated.

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**Related Topics:**

Influenza Pandemic Preparedness  
Business Continuity Planning

**Attachment:**

Interagency Statement on Pandemic Planning

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**Highlights:**

- The Statement explains the differences between traditional business continuity planning and pandemic planning, as well as the unique challenges posed by a pandemic.
- Pandemic plans, reflecting an institution's size, complexity and business activities, should be sufficiently flexible to effectively address a wide range of possible effects that could result from a pandemic.
- The Statement describes risk-assessment and risk-management steps that are important for pandemic planning, such as coordinating with outside parties and providing employees with remote access.
- The Statement highlights the specific challenges faced by management and the mitigating controls that should be considered when developing a pandemic plan.
- An institution's pandemic planning activities should involve senior management from all functional areas including administration, human resources, legal, IT support, and key product lines.
- A key challenge is developing a testing program that provides a high degree of assurance that critical business processes will function even during a severe pandemic.
- The Statement identifies some of the guidance issued by other federal agencies and industry associations to assist institutions in developing plans for pandemic events.

