MID-YEAR MISSION IT REVIEW CHECKLIST

Is Your Technology Stack Ready for the Missions Ahead?

This checklist is designed to evaluate your agency's technology readiness, identify operational gaps, and prioritize improvements before the next budget cycle, emergency event, or major deployment.

Instructions

Check each item that is complete, note gaps, and identify areas requiring action.

1 Connectivity & Communications Readiness	✓
We have reliable connectivity across all facilities.	
We have connectivity at remote sites and field locations.	
We have redundancy for primary internet circuits.	
We have a documented backup communications plan.	
We have tested communications failover within the last 12 months.	
We can maintain operations during carrier outages.	

Questions to Consider

- What happens if our primary ISP fails?
- Can personnel remain connected during disasters or emergencies?
- Do we have connectivity for temporary operations?

2 Field Operations & Mobility Assessment	✓
Field personnel can access mission-critical applications from anywhere.	
Vehicles have reliable connectivity.	
Deployable assets are communications-enabled.	
Incident commanders maintain situational awareness in the field.	
Mobile video, voice, and data services perform reliably.	
Temporary incident sites can be established quickly.	

Questions to Consider

- Can we establish communications at a new location within hours?
- Are field personnel dependent on a single network provider?

3 Emergency Preparedness & Continuity of Operations ✓

We have communications continuity plans.	
Emergency response teams have deployable communications equipment.	
Alternate communications paths have been tested.	
We can support operations during severe weather events.	
We can establish connectivity at temporary EOCs or command posts.	
Mission-critical applications remain available during outages.	

Questions to Consider

- Are we prepared for hurricane, wildfire, flood, or severe weather response?
- Can we establish connectivity within hours of an incident?

4 Cybersecurity & Secure Access Review ✓

Multi-factor authentication is enabled.	
Remote users access systems securely.	
Endpoint protection is deployed across devices.	
User permissions are reviewed regularly.	
Security updates are current.	
Incident response procedures are documented.	
Network activity is monitored and reviewed.	

Questions to Consider

- Are remote users creating security risks?
- Can we quickly identify and respond to threats?

5 Asset Visibility & Lifecycle Management ✓

We maintain an accurate inventory of technology assets.	
Asset ownership is documented.	
Warranty and support information is current.	
End-of-life devices have been identified.	
Replacement planning is underway for aging systems.	
Asset status can be reported quickly.	

Questions to Consider

- Do we know what equipment is deployed and where?
- Which assets pose the highest operational risk?

6 Situational Awareness & Operational Visibility	✓
Critical video feeds are accessible.	
Command staff can access operational data.	
Multiple systems are integrated where possible.	
Real-time information supports decision-making.	
Operational dashboards are available.	
Questions to Consider • Are critical data sources isolated? • Can decision-makers access information quickly during incidents?	

7 Support & Sustainment Review	✓
Technology support responsibilities are clearly defined.	
Support response times meet mission needs.	
Escalation procedures are documented.	
Preventative maintenance occurs regularly.	
Technology performance metrics are reviewed.	
Reporting is available for leadership.	
Questions to Consider • Are we reactive or proactive with support? • Do we have visibility into support trends and recurring issues?	

8 Budget & Strategic Planning Review	✓
Technology priorities are documented.	
High-risk systems have been identified.	
Planned projects align with mission objectives.	
Procurement timelines are understood.	
Funding opportunities have been reviewed.	
Leadership has visibility into upcoming technology needs.	
Questions to Consider • What projects should be funded next fiscal year? • Which gaps present the greatest operational risk?	

MISSION IT READINESS SCORECARD

Category	Complete ✓	Needs Attention ✓
Connectivity & Communications		
Field Operations & Mobility		
Emergency Preparedness		
Cybersecurity		
Asset Management		
Situational Awareness		
Support & Sustainment		
Budget Planning		

Results

7-8 Categories Complete

Mission Ready

Your agency has a strong technology foundation and should focus on optimization and strategic growth.

4-6 Categories Complete

Mission Capable

Your agency is operationally effective but may have vulnerabilities that should be addressed before major incidents or budget planning cycles.

0-3 Categories Complete

Mission Risk

Technology gaps could impact operational effectiveness, resiliency, or response capabilities. A formal technology assessment is recommended.

Need Help Identifying Gaps?

PEAKE helps public safety, government, and critical infrastructure organizations assess, modernize, deploy, and sustain mission-critical technology solutions across connectivity, communications, cybersecurity, cloud, and operational support.

Schedule a Mid-Year Mission IT Review with PEAKE

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