



## **MINISTRY CONTINUITY SOLUTIONS COMPONENTS OF AN EMERGENCY PLAN**

### **A. Overview of Church Emergency Preparation and Response**

The issues, obstacles, rationale, statistics, connection to Scripture

### **B. Team Development & Job Descriptions**

### **C. Identifying types of disasters**

### **D. Plan Development**

- Evacuation
  - Maps of facility
  - Exiting procedure for each room
  - Outside gathering place
  - Notification procedures
  - Nursery/Toddler needs
  - Elderly and disabled needs
- Shelter in Place
  - Notification procedures
  - Identifying shelter locations
  - Emergency kit/supplies
  - Security
- Lockdown
  - Notification procedures
  - Identifying secure locations
  - Securing facility
- Support Center
  - Food preparation and serving
  - Clothing
  - Medical
- Maps



- Communication Plan
  - Spokesperson/communication team
  - Methods of communication
  
- Training/Drills
  - Staff
  - Leaders/teachers
  - Congregation
  
- Roles of staff, ushers, leaders, members
  
- Identifying and pre-event coordination with other providers

#### **E. Implementation of Plan**

- Activating team
- Activating support personnel
- Membership Contact
- Coordination and communication with media and other providers

#### **F. Post-Event Response and Follow-Up**

- Team status
- Membership status
- Evaluation

#### **G. Checklists and Summary**