

Ready for Disaster?



North Carolina
Voluntary Organizations
Active in Disaster

COOPERATION | COMMUNICATION | COORDINATION | COLLABORATION



Organization Impact Analysis

Five critical questions you should ask when performing a OIA:

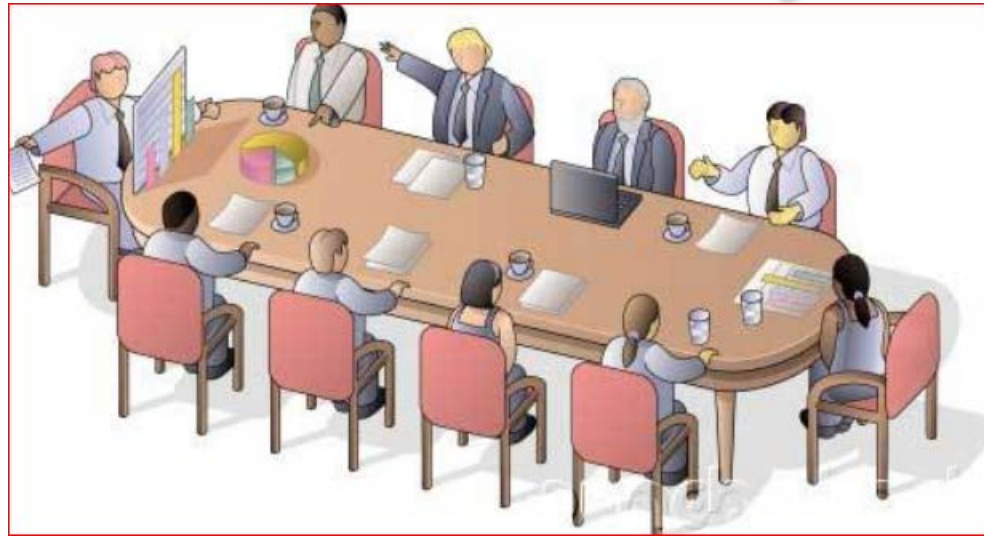
- Which processes within the organization are most critical?
- What is the priority to resume operational processes listed in #1?
- Following a major disruption to operations, how soon must time-sensitive processes resume to avoid significant adverse impacts on the organization, its members and its clients?
- What resources are needed to support time-critical operations and minimize potential interruption?
- What are the operational and financial impacts of extended down-time?



North Carolina
Voluntary Organizations
Active in Disaster

COOPERATION | COMMUNICATION | COORDINATION | COLLABORATION

Build a Recovery Team



Select those responsible for writing the plan, implementing the processes, and managing the chaos during a crisis.

- Non-profit: Executive Director, Board Chair, administrative staff.
- House of Worship: Pastor, Chair of Trustees, key ministries representatives.



North Carolina
Voluntary Organizations
Active in Disaster

COOPERATION | COMMUNICATION | COORDINATION | COLLABORATION



Write a Disaster Plan

Consider four basic scenarios:

- There is a temporary disruption of services, such as an electric outage
- The office is rendered unusable for a period of time
- The entire building is destroyed
- The entire area around the building is unusable (due to major flooding, storms, earthquake, terrorist bombings, etc.)



North Carolina
Voluntary Organizations
Active in Disaster

COOPERATION | COMMUNICATION | COORDINATION | COLLABORATION

What Could Happen?

- Tornado
- Fire
- Active Shooter
- Medical Emergency
- HazMat Incident
- Needs of disabled members/clients
- Evacuation Plan
- Lightning Strike (responsible for 30% fires)
- Extreme temperature, lightning, flash flood, wind, earthquake, etc.



North Carolina
Voluntary Organizations
Active in Disaster

COOPERATION | COMMUNICATION | COORDINATION | COLLABORATION



Plan for People First:

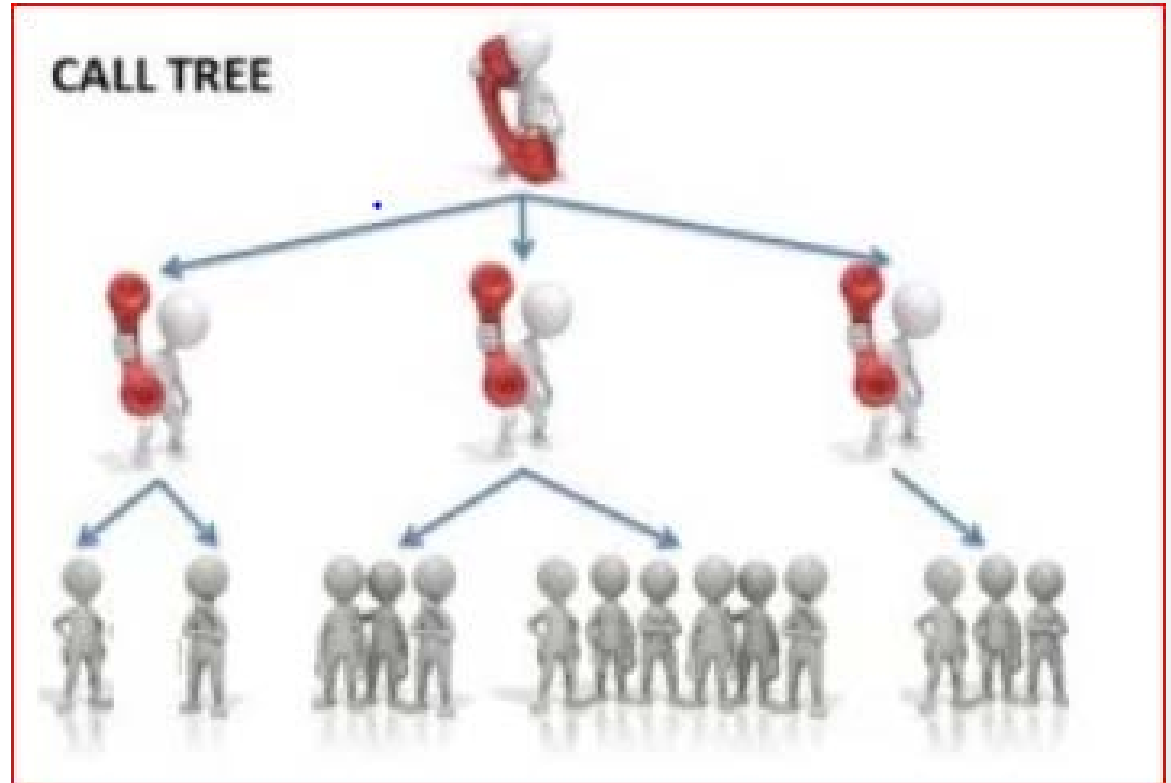
- Evacuation
- Sheltering: Survival Kit
- Shelter-In-Place
- Lockdown
- Special Needs
- Injuries



North Carolina
Voluntary Organizations
Active in Disaster

COOPERATION | COMMUNICATION | COORDINATION | COLLABORATION

Communication Plan Phone Tree



North Carolina
Voluntary Organizations
Active in Disaster

COOPERATION | COMMUNICATION | COORDINATION | COLLABORATION

Include

- **Emergency Alternate Work Space/Facility**
 - Far enough to not be impacted
 - Adequate technology
- **Protect Your Data**
 - CD, Flash Drive
 - The Cloud
 - Back up financial records daily and keep off-site
- **Manage Risk**
 - Assess risk level for fire, accidents, security,
 - Assess insurance coverage
 - Business Interruption
 - Extra Expense
 - Terrorism