



“What’s Your Plan?”
Faith-Based Organizations Planning
Workshop
January 23, 2014

Objective: All-Hazard Planning

A plan that can meet your needs in a wide variety of emergencies

Generally, all emergencies come down to two variations :

Safer to go (evacuate)

Safer to stay (refuge)

For Today

- Focus on the main questions in template
- Offer tips to consider
- Brainstorm: jot down your initial responses
- “Mini-scenario” test
- Your situation and needs are unique.
Modify template for what applies to you

Evacuation

When it is safer to be outside the building than inside the building, evacuate to the outside.



Who Do You Contact ?

Communication

- Inside your organization
- Outside your organization
- How would you contact them?
 - Phone tree
 - Email
 - Text
 - Social media

How Would You Know When To Evacuate?

- Do you have:
 - Alarms (detectors, pull boxes)
- Would you use:
 - Verbal or visual signals
 - General announcement scripts

Who Is Responsible?

- In charge overall
- Decides to evacuate
- Makes announcement
- Guides or directs members to routes
- Talks to First Responders
- Talks to the press



Which Way Do You Go?

Evac Routes:

- Go to the closest exits
- Have two options
- Avoid “choke points”, when possible
- Avoid other hazards (i.e. power lines)
- Be posted and exits marked

Where Do You Gather? Rally Points

- Away from building
- Clear of hazards overhead
- Away from traffic
- Away from responder staging areas



Evacuation Scenario - Fire

- Your church services are underway on a beautiful Spring morning. There is a good turnout. As the service progresses, a faint smell of smoke becomes noticeable and gets stronger...
- What will you do next?

Evacuations - When?

- Situation examples:
 - Fire
 - Gas leaks
 - Earthquake (after duck and cover)
 - Bomb threats

Evacuation Tips

- Remain calm
 - Follow instructions of church staff
 - Assist those who have mobility issues
 - Do not go back into the building until the all-clear is given
- * Include in scripted announcements

Break

Shelter & Refuge

When it is safer inside than outside, stay inside in a sheltered area.



How Would You Know When To Take Cover/Shelter?

- Do you have:
 - NOAA Weather Radio
 - Sirens
 - Text alerting
- Would you use:
 - Verbal or visual signals
 - Make general announcement (script)



Sheltering In Place - Who Is Responsible?

- In charge overall
- Decides to take refuge
- Makes announcements
- Assists elderly/disabled
- Accounts for everyone
- Checks for injuries
- Talks to the press

Where Do You Go? Refuge Areas

- Lowest level
- Away from exterior walls, if possible
- No windows
- Room for all
- Unlocked (accessible)
- Marked with signs



Refuge Scenario –Tornado Warning

- It is now on a stormy fall morning in our newly repaired church, following the fire in the Spring. As the pastor extols the virtues of the new building, suddenly a tornado warning is issued for your immediate area.
- What will you do next?

Is This Scenario Different from the Evacuation Scenario?

- How will you know when it is all-clear?
- Will evacuation be necessary?

Annexes & Appendices

- ICS
- Charting your organization
- Bomb threat check sheet
- Evacuation maps
- Injury report form
- Emergency building systems
- Hazard analysis
- Other resources

Active Intruder/Shooter

- Have you considered what you would do in the event of a potentially violent encounter inside the church?
- Do you have a safety or security team?
- Are there law enforcement officers in your congregation?

Summary: Going Forward

- Discuss with your leadership
- Walk your facility
- Stop and LOOK
- Adjust and revise the details
- Share with staff and members
- Practice!

