



**THE EPISCOPAL CHURCH IN VERMONT**  
*Together in Christ...growing locally, serving globally*

**DISASTER RESPONSE PLAN**  
 Updated Nov. 23, 2016

<b>Diocesan Disaster Coordinators (DDC)</b>	
Name Email Mobile: # Geographic Location:	Name Email Office: # Mobile: # Geographic Location:

**Purpose:** For the Episcopal Church in Vermont (ECV) to participate in God’s mission by providing structure and process for physical, psychological, and spiritual restoration following natural or human-made disasters.

**Before Disaster Strikes:**

Bishop and Disaster Response Team need to:

- Regional presentations that lead to parishes doing a basic Disaster Response Plan
- Seek out/Offer necessary training to team members
- Refer to the Asset Map (<http://ECV.episcopalassetmap.org/>)
  - Who within ECV who has disaster response experience?
  - What resources are present and available in ECV?
  - How do we prepare resources for deployment within and beyond our borders?

**Two Days Prior (if possible)**

- Bishop, DDCs and Communications coordinator are in communication
- Electronic communication to ECV community with preparedness tips and contact information for DDCs
- Bishop and DDCs reach out to potentially most vulnerable communities
- Liaisons made with Episcopal Relief & Development, other DDCs, voluntary organizations active in disasters (VOADs), and community organizations as appropriate

**In first 24 hours (check in every 1- 2 hours):**

- Bishop contacts DDCs; Region missionaries and local clergy are in regular communication
- Bishop keeps in touch with appropriate staff at the Diocesan Office
- DDC with bishop form Assessment Team (to go on scene and assess impact) and a designated Communications team (to liaise with media and keep ECV community informed)
- Bishop issues necessary communications to ECV (with guidance about worship)
- Assessment Team texts reports to DDCs and bishop
- Communications team coordinates with outside media, sets up web page, and activates social media; Assists in mobilizing additional communications resources as needed
- DDCs coordinate team to coordinate liaisons and plan next steps

- Diocesan Office becomes the Emergency Operations Center

**First Week (check in daily via conference call and other methods as needed)**

- Ongoing Assessment via phone and email
- DDCs liaise with other disaster response organizations to not duplicate efforts
- Mobilize assets per assessments
  - Tangible - property, food, clothing, shelter
  - Organizational
  - Pastoral/spiritual
  - Language, etc.

**First Month & First Year (check in weekly for first month, monthly after that)**

- Ongoing Assessment by Team
- Beginning to evaluate response & adjust as needed

**PROVISIONAL TEAM MAKE UP**

<b>Communications Team Leadership</b>
Name
Email
Mobile:
Geographic Location:

<b>Assessment Team Leadership</b>
Name
Email
Mobile:
Geographic Location:
Name
Email
Home:
Geographic Location:
Name
Email
Home:
Geographic Location: