

Disaster Checklist for the Mid Council

- ___ Presbytery Disaster Response Coordinators recruited, trained, and commissioned.
- ___ Communication mechanisms in place and tested. Redundancy encouraged.
- ___ MOUs established to move office and operations if necessary.
- ___ Representation established on local VOADs.
- ___ Insurance policies stored electronically in multiple locations.
- ___ Financial, Statistical, and Rolls of Ministers and Educators stored electronically in multiple locations.
- ___ Minutes and other records stored electronically in multiple locations.
- ___ Staff informed of safe rooms and policies for continuation of operations.
- ___ Communications established with PDA, including financial venues for the quick transfer of funds upon request.
- ___ Disaster Preparation, Mitigation, and Response plan in place and understood.
- ___ Arrangements made to have regular training/resourcing for constituent congregations.
- ___ Planning coordinated with Synod Disaster personnel.
- ___ Encourage congregations to subscribe to Mosaic, the magazine of PDA.
- ___ Review all policies and procedures on at least an annual basis.
- ___ Consider appointment of a Disaster Preparation/Response Committee which can function as a Commission in times of catastrophic disaster.

Contact

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