Natural Disaster Emergency Management Collaborative Project

The SGA Natural Disaster Emergency Management Interest Group Committee is pursuing development of tools to assist operators in enhancing their ability to prepare for and respond to a variety of disasters. Through a collaborative effort the committee is developing two key components that will serve as the foundation of a disaster management program.

Natural Disaster Plan Framework Document

Working with a consultant, the committee will provide oversight and review guidance to develop a document that will provide the basis for a comprehensive, strategic natural disasters plan. The collaborative process affords participants with a document that has undergone at least two comprehensive reviews by a group of their peers.

The framework document will be based on an “all hazards approach” employing the tenants of preparedness, response, mitigation, and recovery. The goal of the collaborative effort is to provide a document, which while comprehensive in nature, will be easily customizable to the participants’ organizational structure and culture.

Key aspects of the plan include:

- The document will be strategic in nature and easily adaptable to a variety of corporate structures and cultures.
- It will include editor’s notes and recommendations to easily customize the document.
- The plan will have a general section that will include guidance on communications, business continuity, development and execution of a disaster management team, administration, testing and evaluation of the plan.
- Hazard specific annexes will be included addressing issues such as fires, floods, tornados, hurricanes, earthquakes, and severe winter weather. Participants will be guided through a threat assessment process that will allow them to select only those annexes that are applicable to their operations. The annexes will provide strategic guidance in an easy to use checklist format.
- The plan will serve to compliment and augment existing corporate crisis communications/management plans and tactical operations emergency response procedures.
• Recommendations will also be included for integration/coordination with local, state, and federal emergency management officials.

**Natural Disaster Exercise Modules**

A key component of a disaster management program is a mechanism to test the effectiveness of the plan and the ability of key personnel to quickly and efficiently respond. The Natural Disasters Emergency Management Committee is working with a consultant to develop a “catalog” of natural disaster related table top exercise modules to assist participants with testing and evaluation of their respective programs.

These modules will afford participants the opportunity to conduct hazard specific table top exercises based on their previously established hazard assessment.

Key aspects of the modules include:

• PowerPoint based hazard specific scenarios that provide realistic external and internal inputs to facilitate implementation of the Disaster Management Plan.
• Guidance for easily customizing the modules for the participants system and region.
• Ground rules, sample exercise objectives and evaluation criteria to facilitate execution of the table top exercise.
• Facilitator tips, including specific prompts and presentation techniques for each exercise included in the module.