
Emergency Planning

**Pacific Northwest Intergovernmental Audit
Forum Fall Meeting
Anchorage, Alaska
September 27, 2007**

Overview

- Why is there a need
 - What we did to address the issue
 - What are key elements to consider
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Why did we put together a plan?

- Pandemic health concerns
 - Post 9/11 terrorist attack
 - Local natural disasters
 - Absence of senior managers
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How did we developed the plan

- Used interns for research and background
 - Team led by a junior staff member
 - Attended local planning meetings
 - Coordinated with key personnel
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Key Elements

- Emergencies
 - Sheltering-In-Place
 - Continuity of Operations
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Emergencies

- All Events
 - Critical/Immediate – Medical, Fire, Weather, Attacks
 - Natural Disasters
 - Disturbances
 - Facilities
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Sheltering-In-Place (SIP)

- Defining the event
 - Emergency food and water
 - Tools (flashlights, crowbars)
 - Communications (radios)
 - SIP Locations
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Continuity of Operations (COOP)

- Longer term event
 - Safety of staff and families
 - Facilities
 - Communications
 - Work
 - Re-starting
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Key elements

- Order of succession
 - Periodic test and drills
 - Communications
 - Review and update
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