

Guidelines for Preparation of Ward and Stake Emergency Plans

Each ward and stake should have a brief written plan that outlines steps to be taken if an emergency occurs. These plans are prepared, under the direction of the bishop or stake president, by ward and stake welfare committees. Plans should periodically be reviewed and updated.

The following should be included in each ward and stake plan:

1. The disasters likely to occur and probable actions needed to respond to each.
2. Assignment of priesthood and Relief Society responsibilities during a response.
3. Maps, addresses, and contact information for Church members.
4. The procedure for immediately accounting for missionaries and Church members following a disaster.
5. A list of Church members with special needs and how they may be assisted in an emergency.
6. How emotional trauma of members might be relieved following a disaster.
7. Church members who are medically trained, operators of heavy equipment and trained in emergency response procedures who may be useful in disaster response.
8. How stake leaders without regular telephone service will contact the Area office (internationally) or Church headquarters (U.S. and Canada) following a disaster.
9. Contact information for government, the Red Cross, and other agencies active in emergency response.