
PDA National Disaster Response Protocols

1. Warning/Anticipation

- Associate contacts potentially impacted Mid Council(s)
- Associate contacts potential team lead(s)
- As needed: Associate contacts national partners (e.g. Red Cross, FEMA, etc.)
- As needed: Pre-deploy teams
- Associate keeps staff updated on actions

2. Disaster Occurs: Impact/Emergency/Rescue

- Associate researches scope of disaster
- Associate networks re: Mid Council leadership
- Associate contacts Mid Council
- Associate discerns with Mid Council the size and nature of team
- Mid Council invites PDA
- Associate identifies team lead and associate discusses composition of team
- Team lead contacts Mid Council
 - Preliminary sense of situation as Mid Council perceives it
 - Agreement re: time of team arrival
 - Expectations of what the team might do
 - Information re: local contacts

3. Assessment / (Aftermath)

- Team is deployed
- Team contacts Mid Council and affected congregations
- Team provides ministry of presence
- Team begins initial assessment, including:
 - Scope of disaster
 - Status of local response (VOAD, Volunteer Coordination Center)
 - Capacity of Mid Council/congregations to participate in recovery

- Pre-existing context of Mid Council
- Local persons to participate in conference calls and meetings
- LTR orientation venue and contacts
- Need for volunteer hosting / possible host sites
- Need for emotional and spiritual care
- Support needed from PDA (e.g. funding)
- Team gathers and shares information with Mid Council and partners
 - Value of interfaith/ecumenical collaboration
 - Value of collaboration partners (local government, FEMA, VOAD, etc.)
 - Need to work through LTRG (case management)
 - PDA resources and services (hosting, ESC, LTR orientation, funding/grants)
- Team participates in conference call/VOAD meetings as appropriate
- Team reports
 - Team completes and files field report
 - Team submits report with confidential info to Associate

4. Relief/Remedy

- Action(s) begins from field report
 - Materials resources
 - Grants: Associate consults with Mid Council
 - Associate consults with PDA staff re: next steps
 - Training logistics negotiated with Mid Council
 - Team lead follows up with Mid Council
- Team participates in conference calls and organizing meetings as appropriate

5. Short-Term Recovery

- Team conducts LTR orientation
- Volunteer Hosting
 - Team(s) perform site assessment(s)
 - Call Center registers volunteer teams (begins waiting list)
- Team serves as liaison between Mid Council and partners concerning needs

6. Long-Term Recovery

- Establish and maintain connection with LTRG / Partners
- Participate in Recovery Tools and Training
- Assure meaningful, case-managed work
- Emotional and Spiritual Care Events (Compassion Fatigue, Care for Care Givers)
- Funding – LTR and Hospitality
- Hosting
 - Open sites
 - Manage calendars – scheduling volunteers
 - Train host site staff
 - Consult and support volunteer host site
- Close out / Exit strategy
- Evaluation of PDA's overall response