

A satellite image of a hurricane with a distinct eye and swirling cloud bands over a dark blue ocean. A green rectangular text box is overlaid on the left side of the image.

DISASTER FAITH NETWORK

Creating your Emergency Action Plan

Chatham Emergency Management Agency

Workshop Agenda

- I. Why Plan?
- II. Principles of Emergency Planning
- III. The Process Used to Develop, Implement, and Continually Refine your EOP (Six Steps)
- IV. Resources to Simplify the Process
- V. Security Annex

Workshop Agenda

The Process Used to Develop, Implement, and Continually Refine your EOP

- Step 1: Form a Collaborative Planning Team
- Step 2: Understand the Situation
- Step 3: Determine Goals and Objectives
- Step 4: Plan Development
- Step 5: Plan Preparation, Review, and Approval
- Step 6: Plan Implementation and Maintenance

Disasters as the Rule

Disasters are Becoming more Common and more Destructive. More People are Affected Each Decade per the World Disaster Report

- 20,807,165 (2001-2010)
- 4,502,527 (1991-2000)

Acts of Violence in HOWs





Majority are Not Prepared

- Unique Environment
(Congregation, Vulnerable Population, On and Off Site)
- Volunteer and Help Others but are not Prepared for the Disaster that Directly Impacts your own HOW.
- **Your Community Turns to You During Times of Crisis.**





Planning: How we Reach the Goal

Plan Now: Effective **emergency planning** can help a congregation **respond appropriately** and **resume operations quickly** during an emergency so it can continue to **care for its members** and, if needed, **support those affected** in the community by the disaster.

DISASTER MINISTRY

Disaster Ministry

- Show your **Strengths**.
- No Group or Agency is in a better Position to **Connect with People** and Build **Trust** like a HOW.
- Prepare your HOW with an EAP but also Consider Development of **Specialized Plans** to Help you do what you do Best:
 - Care for the Weak, the Poor, the Vulnerable.

Provides HOWs with information regarding emergency planning for the spectrum of threats and hazards they may face. It discusses actions that may be taken before, during, and after an incident in order to reduce the impact on property and any loss of life.



Guide for Developing High-Quality Emergency Operations Plans for Houses of Worship

June 2013



American Red Cross Ready Rating™

A free, online, self-paced, organizational emergency preparedness program that helps organizations prepare appropriately, respond effectively, and recover quickly from disaster and other emergencies.

The assessment, when completed, will provide an easy to follow road map for implementing suggested voluntary options for consideration based on current best practices designed to improve facility security and preparedness.



FAITH-BASED COMMUNITY
Self-Assessment User Guide



Principles of Emergency Planning



Introduction to Aligned Planning

- Emergency Planning works best when **aligned** with practices at the local, state, and national levels.
- If your HOW has an **existing plan**, adapting that plan using these principles and processes will ensure alignment with **terminology and approaches** used across the nation, including your **first responders**.



Principles of Emergency Planning

1) Planning Should be Supported by Leadership

- Leadership should initiate and support the effort.
- Assignment of a Champion is very helpful.
- Encourage participation from the congregation and the community.

2) Planning Considers all Threats and Hazards

- Consider a wide range of threats and hazards, and address your needs before, during and after an incident.

3) Planning Considers all Settings and Times (Ins.)

- Threats and hazards can affect a facility at non-standard times and incidents can occur during off-site events.



Principles of Emergency Planning

4) Planning Provides for the Access and Functional Needs of the Whole HOW

- The whole HOW includes regular attendees, guests and staff including those with disabilities and access and functional needs.

5) The Model EAP is Created through a Collaborative Process

- Utilize the tools and guides provided but don't forget to include input from the congregation as well as thoroughly evaluate the templates usefulness for your unique facility.

Principles of Emergency Planning

BONUS) Start Small & Don't Reinvent the Wheel.

- Church Preparedness Calling
- Small Group – Crisis Management
- Independent Individual – Write the Plan
- Sunday School – Research Options and Met with Leadership Informally

1. Create a Risk Assessment Survey for All Members to Assess the Hazards and Vulnerabilities the HOW faced.

2. Conduct a Facilities and Property Audit.

3. Determine if Proper Insurance Coverage was in Place.

4. Identify Fire Responders Available within the Church to Form a First Aid Team.

5. Determine what the First Responders could Teach the HOW and when they can Visit.

6. Ask the Members to see what Steps the HOW should take over the next year.

7. Meet with the Property Committee to determine if there were Exit Plans and Key Accountability.

8. Make a List of Available Medical Supplies and Fire Extinguishers.

9. Conduct a Fire Drill.

10. Write the Preparedness Plan.



Developing your EAP

The Planning Process





The Six Step Planning Process

There are many ways to develop a plan.

Process is Flexible.

Step 1: Form a Collaborative Planning Team

Step 2: Understand the Situation

Step 3: Determine Goals and Objectives

Step 4: Plan Development

Step 5: Plan Preparation, Review, and Approval

Step 6: Plan Implementation and Maintenance





Developing your EAP

Step 1: Form a Collaborative Planning Team



Step 1: Form a Collaborative Planning Team

Don't go it Alone.

- First Responders
- Other Houses of Worship

Identify your Core Planning Team:

- Leadership
- First Responders within the Community and HOW
- Individuals with Access and Functional Needs
- Elderly

A Note on Size:

- Small Enough to Enable Progress.
- Large Enough to Share the Load.

Agree on a Meeting Schedule, Goals, and Roles.

- Project Champion
- Committee Structure





Developing your EAP

Step 2: Understand the Situation



Step 2: Understand the Situation

Identify your Possible Threats and Hazards that face your HOW and Community.

Assess your Risks and Vulnerability to those Risks.

Its a Discussion – See Where You Feel Comfortable Focusing First.

Utilize Existing Resources as a Starting Point.

- Chatham County Multi-Jurisdictional Pre-Disaster Hazard Mitigation Plan, 2020
- FEMA's National Risk Index for Natural Hazards

Hazards Chosen based on the **Previous Plan**, the Current **State of GA Mitigation Strategy**, and consideration of hazard frequency and potential severity of damage. Wherever possible, probability of future occurrences as based on **historical data**.

Step 2: Understand the Situation

Hazard	Probability	Impact	Spatial Extent	Warning Time	Duration	PRI Score
Dam Failure	Unlikely	Limited	Negligible	Less than 6 hrs	Less than 1 week	1.8
Drought	Likely	Minor	Large	More than 24 hrs	More than 1 week	2.5
Earthquake	Possible	Limited	Moderate	Less than 6 hrs	Less than 6 hrs	2.3
Erosion	Likely	Limited	Small	More than 24 hrs	Less than 1 week	2.3
Extreme Heat	Highly Likely	Critical	Large	More than 24 hrs	Less than 1 week	3.3
Flood	Highly Likely	Critical	Moderate	6 to 12 hours	Less than 1 week	3.3
Hurricane	Likely	Catastrophic	Large	More than 24 hrs	Less than 1 week	3.3
Sea Level Rise	Likely	Critical	Moderate	More than 24 hrs	More than 1 week	2.9
Severe Weather (Hail) ¹	Highly Likely	Minor	Small	Less than 6 hrs	Less than 6 hrs	2.4
Severe Weather (Lightning) ¹	Highly Likely	Minor	Negligible	Less than 6 hrs	Less than 6 hrs	2.2
Severe Weather (Winds) ¹	Highly Likely	Limited	Large	Less than 6 hrs	Less than 6 hrs	3.1
Severe Winter Weather	Likely	Limited	Large	More than 24 hrs	Less than 1 week	2.7
Tornado	Likely	Critical	Small	Less than 6 hrs	Less than 6 hrs	2.7
Wildfire	Likely	Limited	Moderate	Less than 6 hrs	Less than 1 week	2.8
Hazardous Materials	Likely	Critical	Moderate	Less than 6 hrs	Less than 24 hrs	3.0
Terror Threat	Unlikely	Catastrophic	Negligible	Less than 6 hrs	More than 1 week	2.2

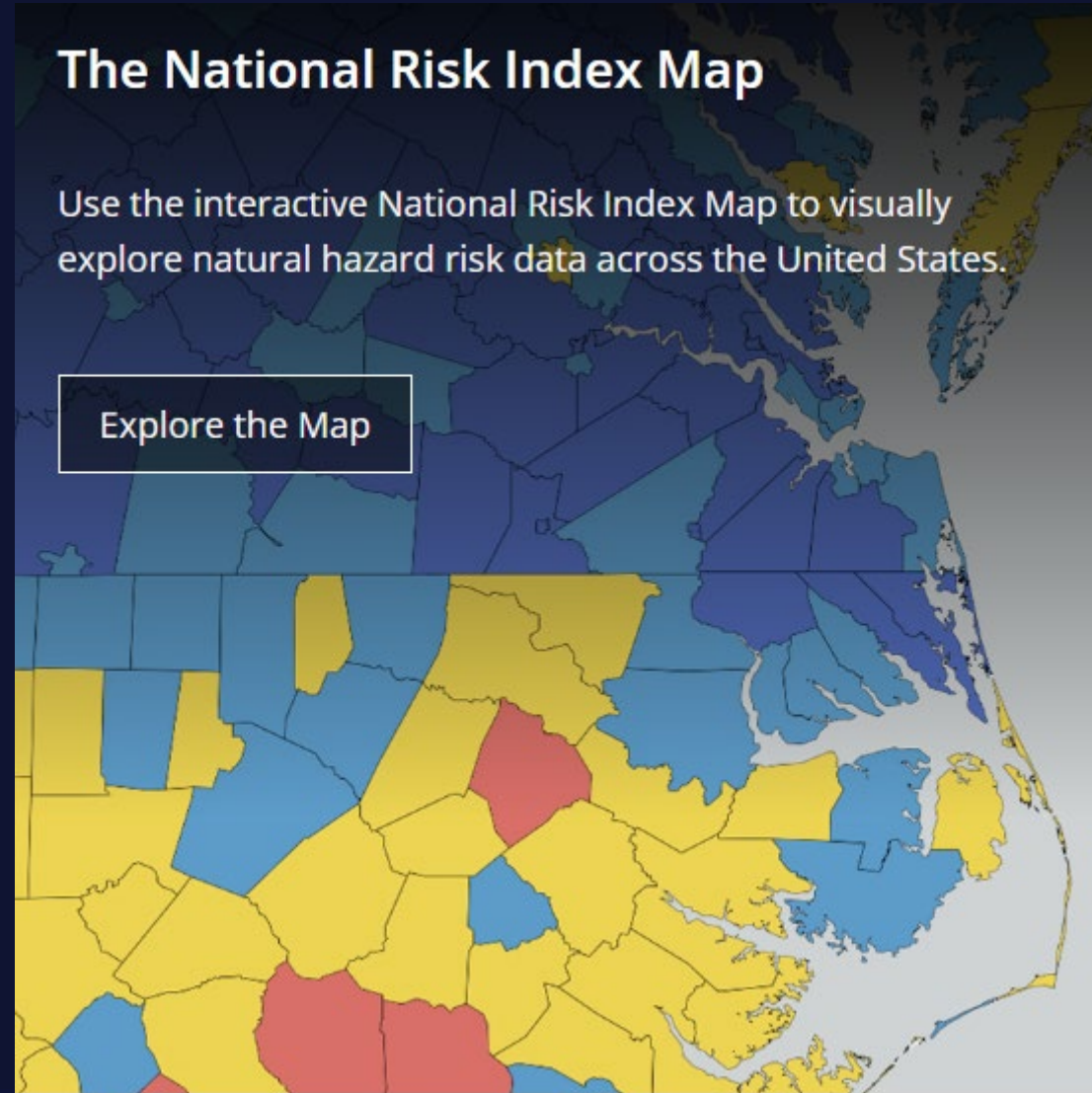
Chatham County

Multi-Jurisdictional Pre-Disaster Hazard Mitigation Plan
2020

Step 2: Understand the Situation

FEMA's National Risk Index for Natural Hazards

The National Risk Index is a new, online mapping application from FEMA that identifies communities most at risk to 18 natural hazards. This application visualizes natural hazard risk metrics and includes data about expected annual losses from natural hazards, social vulnerability and community resilience. The National Risk Index's interactive web maps are at the county and Census tract level.





Developing your EAP

Step 3: Determine Goals and Objectives



Step 3: Determine Goals and Objectives

Identify which Threats and Hazards will be Addressed by your EAP.

- May address all Risks or just those marked as High and a few marked as Medium.

Determine your Goals and Objectives for each Hazard.

- Goals: What you want to Achieve. Broad.
- Objectives: Specific actions to achieve your goals.

Three Deep per Threat or Hazard (Before, During, After)



Step 3: Determine Goals and Objectives

Goals for a Fire Hazard

- Goal #1 (**Before**): Prevent a fire from occurring in the HOW.
- Goal #2 (**During**): Protect all Persons and Property from injury by the fire.
- Goal #3 (**After**): Provide necessary medical attention to those in need.



Step 3: Determine Goals and Objectives

Goals & Objectives for a Fire Hazard

- Goal #1 (**Before**): Prevent a fire from occurring in the HOW.
- Objective 1.1: Provide fire prevention training to all kitchen personnel and ushers.
- Objective 1.2: Store combustible materials in fireproof containers or off site.



Step 3: Determine Goals and Objectives

Goals & Objectives for a Fire Hazard

- Goal #2 (**During**): Protect all persons and property from injury by the fire.
- Objective 2.1: Evacuate all persons from the building immediately.
- Objective 2.2: Account for all persons on site.



Step 3: Determine Goals and Objectives

Goals & Objectives for a Fire Hazard

- Goal #3 (**After**): Provide necessary medical attention to those in need.
- Objective 3.1: Immediately notify emergency responders by dialing 911 for any fire in the HOW.
- Objective 3.2: Immediately provide first aid.





Developing your EAP

Step 4: Plan Development (Courses of Action)



Step 4: Plan Development (COA)

Identify how you'll meet your Objectives.

Addresses the what, who, when, where, why, how for each threat or hazard.

- **Create a Scenario** based on the threat or hazard.
- You know what you want to see happen (Goals and Objectives).
- Determine how long you'll have to respond.
- Determine what needs to be done and by who.
- Resources?



Developing your EAP

Step 5: Plan Preparation, Review and Approval



Step 5: Plan Preparation, Review and Approval

Write the Plan!

- Start with a **Timeline**.
- Again, Don't Reinvent the Wheel. Use **Existing Templates** from **Ready Rating** or other **Faith Based Institutions**.
- Remember to Plan with your HOW in Mind.

Review the Draft.

Seek **Approval**.

Distribute with members and **First Responders**.

Storage of the Plan.



Step 5: Plan Preparation, Review and Approval

Basic Plan

1. Introductory Material
 - 1.1. Promulgation Document/Signatures
 - 1.2. Approval and Implementation
 - 1.3. Record and Changes
 - 1.4. Record of Distribution
 - 1.5. Table of Contents
2. Purpose and Situation Overview
 - 2.1. Purpose
 - 2.2. Situation Overview
3. Concept of Operations
4. Organization and Assignment of Responsibilities
5. Direction, Control, and Coordination
6. Information Collection, Analysis, and Dissemination
7. Training and Exercises
8. Administration, Finance, and Logistics
9. Plan Development and Maintenance
10. Authorities and References

Functional Annexes

(Note: This is not a complete list; however, it is recommended that all plans include these functional annexes.)

1. Evacuation
2. Lockdown
3. Shelter-in-Place
4. Recovery
5. Security

Hazard-, Threat-, or Incident-Specific Annexes

(NOTE: This is not a complete list. Each house of worship's annexes will vary based on their threat and hazard identification and risk assessment.)

1. Severe Storm
2. Earthquake
3. Tornado
4. Fire
5. Hazardous Materials Incident
6. Active Shooter

Step 5: Plan Preparation, Review and Approval



Emergency Action Plan Templates

- Easily create a customized **emergency action plan** that fits your organization's needs.
- Select from two template options:
 - **EAPGo Template**: Standardized topics address minimum OSHA requirements.
 - **EAPAdvance Template**: Choose up to 70 additional topics that allow you to go into greater detail.
- Both templates can be exported to your computer to finalize customization.
- Every organization should have a written emergency action plan, but facilities with 10 employees or more are required by OSHA to make a written emergency action plan available to all employees.



Step 5: Plan Preparation, Review and Approval

Planning Tips:

- Use **Clear and Simple** Writing in Plan Language.
- Utilize **checklists**, maps and visual aids.
- Avoid jargon and abbreviations.
- Provide **Detail**, but not too much detail.



Step 5: Plan Preparation, Review and Approval

The Plan Review:

A plan is **adequate** if it identifies and addresses how to respond to your identified threats and hazards.

A plan is **feasible** if your HOW can accomplish the assigned tasks with the resources on hand in the timeframes required.

A plan is **acceptable** if it meets the requirements driven by a threat or hazard.

A plan is **complete** if it provides a thorough picture of what should happen, when and at whose direction, taking into account the needs of all of your HOW members.



Step 5: Plan Preparation, Review and Approval

Seek Approval.

Distribute with Members and First Responders.

Celebrate!





Developing your EAP

Step 6: Plan Implementation and Maintenance





Step 6: Plan Implementation and Maintenance

Assign Responsibility for Ongoing Updates

Regular Training/Review

Post Information throughout the Building

Develop Guides

Familiarize Members and Partners

Exercise the Plan, Test it!

Update and Improve



Step 6: Plan Implementation and Maintenance

Update the Plan:

- As Determined by the Team
- When Key Staff Turnover
- Policies Change
- Post-Exercises
- Post-Events



Resources to Simplify



Provides HOWs with information regarding emergency planning for the spectrum of threats and hazards they may face. It discusses actions that may be taken before, during, and after an incident in order to reduce the impact on property and any loss of life.



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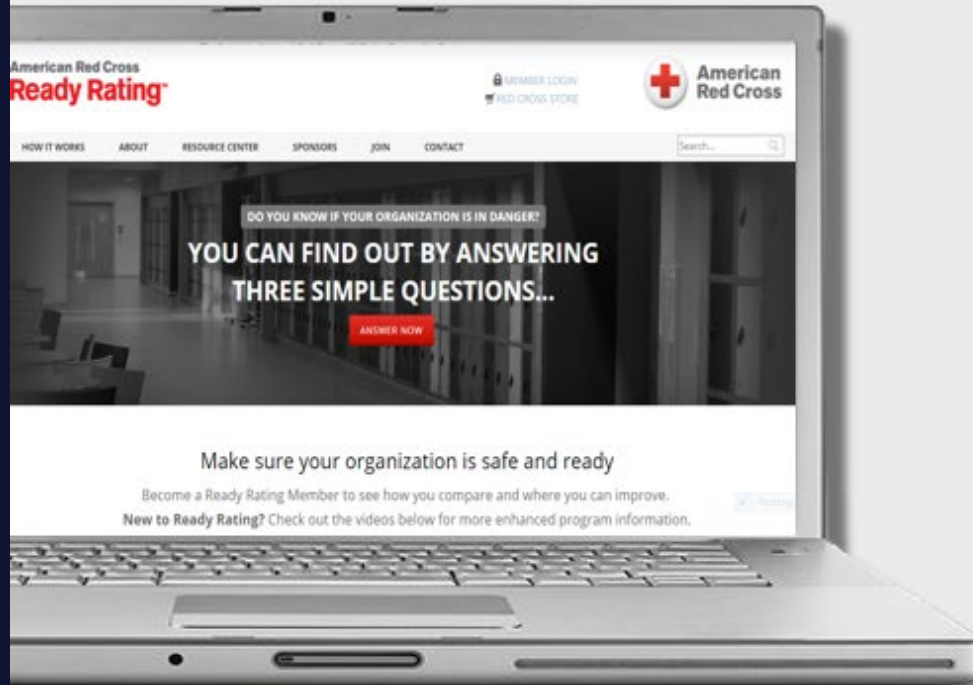
FAITH-BASED COMMUNITY
Self-Assessment User Guide

Ready Rating



The Solution

Red Cross Ready Rating Program®
www.readyrating.org



- Free membership
- Online accessibility
- Easy, self-paced assessment
- Tools to create an action plan
- Customized feedback
- Helps fulfill OSHA standards
- Helps build your "Preparedness Team"

Ready Rating



As a Ready Rating Member

You can:

- Measure your organization's current preparedness level.
- Help your organization improve its emergency action plan or create one if your organization does not have one.
- Provide the tools needed so that your employees know what to do.
- Track your progress to help your organization and staff respond smarter, and more safely and efficiently, in the event of a disaster.
- Make getting prepared: *simple, cost effective, and achievable.*

Ready Rating



Become a Ready Rating Member

- Enroll on the website www.readyrating.org.
 - Accept the Ready Rating Membership Agreement.
 - Complete one of the Ready Rating Self-Assessments to measure current preparedness level with a score (1-100).

Ready Rating



Ready Rating Assessments

- Two choices, based on your needs:
 - **ReadyGo™** – short, 25-question assessment for fast evaluation that focuses on core functions that affect preparedness
 - **ReadyAdvance™** – comprehensive, 60-question assessment for deeper look at an organization's response and planning efforts

Ready Rating



Assessment Sections:

1. Participation – demonstrates commitment to preparedness
2. Emergency Planning – demonstrates understanding of most likely hazards and potential impacts
3. Facility and Equipment – prepares environment and response equipment appropriately
4. Training and Exercises – ensure staff is properly trained and skills are practiced
5. Extended Community – demonstrates commitment to the wider community



ReadyGo // 25 QUESTIONS TO RATE YOUR PREPAREDNESS

100%
complete

 Participation  Emergency Planning  Facility and Equipment  Training and Exercises  Extended Community

My Assessment Score

83%

87 out of
105 possible

My Assessment Details

12/28/2017 11:39 AM - ReadyGo  **Current**

 **Next Steps Report**  **Save/Print**

 [Modify Assessment Type](#)

 [View All/Add New Version](#)

Participation

1. The safety of our staff and clients is our top priority. 

Yes

No

2. A CEO or sponsoring executive has accepted the Ready Rating Membership Agreement terms.


Yes

No

3. Management is briefed during the year on progress towards meeting the goals of the Preparedness Program.

Yes

No

4. Resources are available to support implementation of the Ready Rating Program's recommendations (e.g., staff, equipment, training, etc.). 

Yes

No

Ready Rating



Customized *Next Steps Report*

- Completing an assessment generates a *Next Steps Report*.
- *Next Steps Reports* outline the recommended actions the organization can take to improve its level of preparedness.
- To help you complete each action, the *Next Steps Report* recommends specific tools in the *Ready Rating Resource Center*.
- Members can improve their assessment scores by completing recommended steps and updating their assessments regularly.



Report Options

Use the Report viewer on this page to view your Next Steps Report for the ReadyGo or ReadyAdvance assessment that you have marked as current in your assessment center. The Report viewer allows you to page through the report as well as print or save the report to a PDF format. You can return to the assessment center or to the main dashboard at any time using the buttons below.

[Return To My Dashboard](#)

[Return To Assessment Center](#)

Print Report Print	Print Page Print	Save To File Export	Save To Window Export	First Page Navigation	Previous Page Navigation	Current Page 4 Page Count: 9	Next Page Navigation	Last Page Navigation	Find Text Report	Parameters Panel Report	Document Map Report
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American Red Cross **Ready Rating™**

Section 2: Emergency Planning

- Q. 9 The emergency response planning committee meets at least quarterly.
- Response:** False
- Action Steps:** Once the ERP committee has been formed, schedule four quarterly meetings. Give people ample time to plan around the committee's schedule. Establish general agenda guidelines, for example, if you hold a meeting in May consider discussing how to prepare for the start of hurricane season at that meeting. Have clear goals in mind and continue to review and refine the emergency response strategy continually.
- Resources**
- [Emergency Response Planning Committee](#)
 - [Video: Re-assessment of Threats](#)
 - [Video: Emergency Planning Committee](#)

Ready Rating



Emergency Action Plan Templates


- Easily create a customized **emergency action plan** that fits your organization's needs.
- Select from two template options:
 - **EAPGo Template**: Standardized topics address minimum OSHA requirements.
 - **EAPAdvance Template**: Choose up to 70 additional topics that allow you to go into greater detail.
- Both templates can be exported to your computer to finalize customization.
- Every organization should have a written emergency action plan, but facilities with 10 employees or more are required by OSHA to make a written emergency action plan available to all employees.

Emergency Action Plan (EAP) Template Generator

Your Customizeable EAP template generator tool is featured below. OSHA regulation 29 CFR 1910.38 requires that all organizations with a staff of ten or more have an Emergency Action Plan (EAP). Take a few minutes to review the EAP Template and use the Save and Download button on the left of this page to further customize using Word or a Word-compatible document editor.

Review the details under the EAP Template Options to find out about the EAPAdvance or enhanced Emergency Action Plan option available for additional customization.

EAPAdvance Template Generator

Use the template section accordian below to include or omit advanced sections in your template. Click on the magnifying glass  for a quick preview of the section in question. Once you are happy with your customizations click on the save/download option to further customize your template as a Word/RTF document. You can also always modify your template or even change back to the basic EAPGo template at any time.

Show & Omit EAP Template Sections

Alerting and Notification

Evacuation and Sheltering

 Incident Severity Levels


Include

OMIT

 Life Threatening Emergencies


Include

OMIT

 Non-Life Threatening Emergencies

Include

OMIT


 Training on Evacuation Routes, Shelters, and Assembly Areas


Include


OMIT


 Leaving the Facility


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member, remove or alter the member's name or emergency phone number and other information in order to event that may have a major impact on operations. If you anticipate that all operations will be affected for 72 or more hours, you should rate the event as a Level 3 incident.

Level 4: Wide-scale Event
Wide-scale incidents impacting one or more communities and having the potential to disrupt operations for a week or more should be considered Level 4 events.

Life Threatening Emergencies
Once notified of an emergency, the ERT will decide what response is appropriate to the situation. The ERT will be notified the rest of the facility by a verbal announcement over the public address system. This announcement will specify the actions to be taken such as:

- "Evacuate the building!", or
- "Move to a designated shelter!"
- "Shelter in place!"

In parallel, a distinctive alarm will sound and strobe lights will begin flashing throughout the organization. One type of alarm will indicate the need to evacuate. A second, distinctive alarm will indicate the need to shelter. Each type of alarm is discussed below.

Training on Evacuation Routes, Shelters, and Assembly Areas
All staff members should be periodically briefed on the location of the evacuation assembly areas and shelters. Signage showing the location of these areas should be visible and obvious.

Route maps showing the location of these sites should be prominently posted throughout the facility.

In calm weather, the assembly site is (insert detailed directions to the assembly area including any landmarks that might be helpful in low light or severe weather conditions situations).

In inclement weather, the assembly site is (insert alternative information).

Once at the assembly site, the first member of the ERT will assume command until relieved.

Planning for Those with a Disability
Be sure to have an evacuation plan which takes into account the challenges faced by anyone with a disability. This includes having easy and quick access to special equipment (e.g., a "stair chair" for those who cannot negotiate stairs). This requirement extends to any staff member who is temporarily injured and unable to move well or respond to various evacuation/sheltering orders. Pay special attention to this issue since it is a legal requirement placed on all employers or those operating a place of business.

Accounting for All Personnel During the Emergency

**American
Red Cross**

- Guide to Working With Your Local 1st Responders for Schools
- Organizing a Blood Drive
- Establishing a Red Cross Shelter

Ready Rating



Action Items

1. Join Ready Rating:
 - Go to ReadyRating.org.
 - Register (in one minute).
2. Measure your preparedness level (choose one):
 - ReadyGo Assessment (< 30 minutes)
 - ReadyAdvance Assessment (~1 hour)
3. Start improving using your *Next Steps Report*.
4. Protect your organization, staff, clients, and community!



Ready Rating



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 - ReadyAdvance Assessment (~1 hour)
3. Start improving using your *Next Steps Report*.
4. Protect your organization, staff, clients, and community!



CISA Faith-Based Community Self-Assessment

The assessment, when completed, will provide an easy to follow road map for implementing suggested voluntary options for consideration. These options are based on current best practices designed to improve facility security and preparedness:



Security and
Safety/Emergency
Management



Perimeter Security/
Delineation



Parking and
Barriers



Access Control/
Entry Control



Closed-circuit
Video (CCV)/
Video Surveillance
Systems (VSS)

ASSESSMENT BASICS

Each question has either three or five answers.

The answers and options for consideration are arranged from the lowest level of security that offers a very low level of protection (red) to a very high level of security that provides a greatly enhanced level of protection (green). None of this infers priority of actions to implement.

For each relevant question, identify the answer that most accurately represents your facility.

Directly below the applicable answer is a corresponding option for consideration. It may be helpful to copy and paste the applicable option for consideration into a separate document or spreadsheet.

USE OF THE RESULTS

The tables in the self-assessment are designed to show a range of security and protection, from the lowest level of security that offers minimal protection (red) to a very high level of security that provides a greatly enhanced level of protection (green). None of these designations is meant to infer priority of actions to implement.

Each facility will be able to use the results of this self-assessment to evaluate the most impactful, cost effective options to improve their overall risk profile.

CISA Faith-Based Community Self-Assessment

USING THE SELF-ASSESSMENT

Before starting, have a self-assessment available to allow ease of use when moving through the question sets. Afterwards, use the methodology below to measure your current security level and identify corresponding actions for improvement.

STEP 1

Use a step-by-step process to go through each question and identify your current posture.

STEP 2

After identifying your current posture, drop down to the corresponding option for consideration.

Consider the elements on the sliding scale to modify your security or preparedness level today or in the future.

STEP 3

Review and use the provided background, references for the self-assessment question, and additional resources to build and improve your security and lower your risk.

Example: You have identified the lack of a security plan. Gauge the level that you would like to achieve, and then use the resources referenced in the question to build a security plan.



THE SELF-ASSESSMENT IN ACTION

Question	Very Low	Low	Medium	High	Very High
1. Does the house of worship have a security manager or security committee to make security management decisions?	The house of worship does not have a security manager or committee.	The house of worship has a security manager or committee, but security management activities are sporadic.	The house of worship has a security manager or committee. Security management activities are regularly scheduled, but not coordinated with other committees, departments, or groups (e.g., special events planning, childcare).	The house of worship has a security manager or committee. Security management activities are regularly scheduled and coordinated with other committees, departments, and groups, but additional personnel are needed to support the facility's security mission.	The house of worship has a security manager or committee. Security management activities are regularly scheduled and coordinated with other committees, departments, and groups, and staffing levels fully support the facility's security mission.
Option for Consideration	Very Low	Low	Medium	High	Very High
	Designate an individual as a security manager or a group of individuals as a security committee, and ensure that person or group is responsible for developing, implementing, and coordinating all security-related activities. If the manager or committee members have no security or law enforcement background, make sure they reach out to local law enforcement to become acquainted. Provide security management training and/or access to training materials and resources.	Schedule regular meetings to review security procedures and incidents.	Coordinate safety and security planning with other committees, departments, and groups.	Hire or appoint additional personnel to support the facility's security mission.	Regularly assess the facility's security management program. Conduct security surveys, risk assessments, and threat assessments of the facility and neighboring areas. Implement best practices based on collaborative relationships and new or updated resources.

Your self-identified level of security

Your starting point for improving security

Continual Improvement Approach

Easy-to-use background, references, and resources for each question

- **Background:** Security or safety managers (or volunteer security or safety personnel) are responsible for the effective implementation of security/safety policies, programs, directives, and training within their house of worship. Security or safety committees (also known as volunteer security teams or volunteer safety teams or departments) are a group of people working together to fulfill this same purpose. They may include religious leaders, congregants, security professionals, and first responders.
- **References:** (1) ASIS Houses of Worship Committee, *Recommended Best Practices for Securing Houses of Worship Around the World*, 2017, accessed January 13, 2020, www.asisonline.org/globalassets/get-involved/councils/documents/best-practices-securing-houses-of-worship.pdf (2) Interagency Security Committee (ISC), *Facility Security Plan: An Interagency Security Committee Guide*, 1st edition, 2015, accessed January 13, 2020, [cisa.gov/publication/isc-facility-security-plan-guide](https://www.cisa.gov/publication/isc-facility-security-plan-guide).
- **For more information:**
 - Cybersecurity and Infrastructure Agency (CSA), "Hometown Security," 2020, accessed April 29, 2020, [cisa.gov/hometown-security](https://www.cisa.gov/hometown-security).
 - State of New Jersey Office of Homeland Security and Preparedness, *Role of Security Coordinators*, undated, accessed January 14, 2020, static1.squarespace.com/static/54d79f86e4b0d63478a04405/1/5a4d52ee53450af96063504f/1515016942789/Role+of+Security+Coordinators.pdf.

CISA House of Worship Security Guide

HoW Security Guide Overview



Goals

Conduct original research to analyze incidents of targeted violence against houses of worship between 2009 and 2019

Develop a security framework that can be tailored to houses of worship of all sizes and denominations



Audience

Houses of worship and faith-based organizations looking to improve security

Available now:

cisa.gov/faith-based-organizations-houses-worship

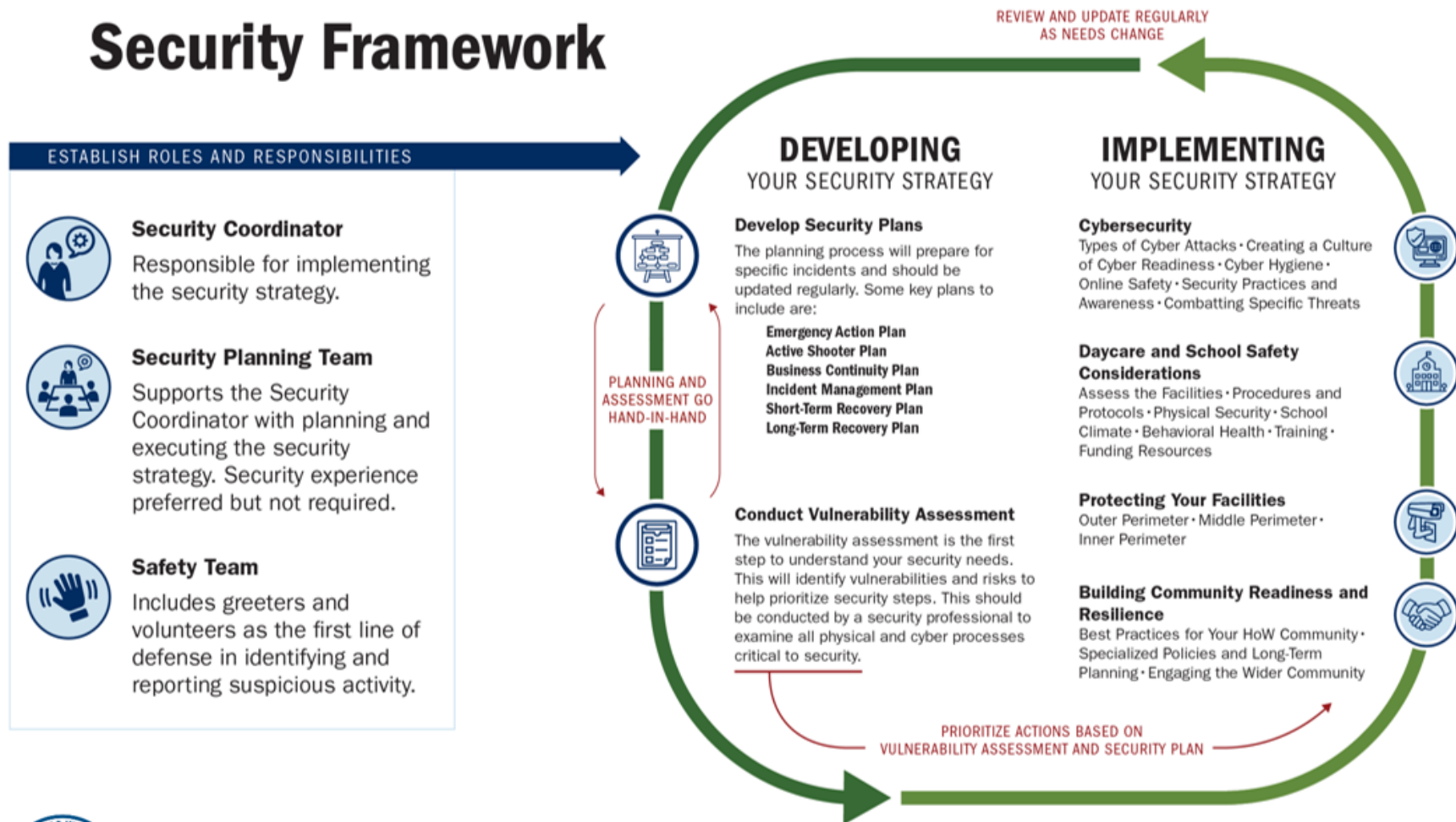


Guide developed in coordination with:

- Federal, state, local, tribal, and territorial partners
- Faith-based organizations
- Subject matter experts in security for houses of worship

HoW Security Guide Recommendations

Security Framework



Questions?

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