Emergency Response Plan (ERP) or Emergency Operations Plan (EOP)

Overview



Introduction

Church leadership plays an important role in supporting the safety and well-being of everyone who worships, visits, or works within the organization. One widely accepted approach to strengthening that commitment is to create an Emergency Response (or Operations) Plan. This involves:

1. **Identify** potential hazards that could affect people or property.
2. **Develop and maintain** a practical Emergency Response Plan (ERP or EOP).
3. **Train and orient** all staff and volunteers on their roles and responsibilities.
4. **Practice** plan implementation regularly to maintain readiness.
5. **Review and update** the plan annually.

A strong response plan clearly defines command structure, response actions, and supporting information to ensure effective coordination during any emergency.

ERP/EOP Framework:

- Statement of Purpose or Mission: Focus, Vision, Objectives, Action Outcomes
- Approval Signatures
- Record of Changes
- Record of Distribution
- Table of Contents
- Basic Plan
- Functional Annexes
- Threat-and Hazard-Specific Annexes
    - Natural Hazards
    - Technological Hazards
    - Adversarial and Human-Caused Threats
    - Biological Threats
- Appendices
- Threat & Hazard Identification Risk Assessment (THIRA)
- Special Needs Considerations (TBD)
- Memorandum of Understanding – Friends and Family Reunification (TBD)
- Memorandum of Understanding- Continuity of Operations (TBD)
- Training Schedule

CHURCH SAFETY ALLIANCE
A Network of Churches Called to Serve & Protect