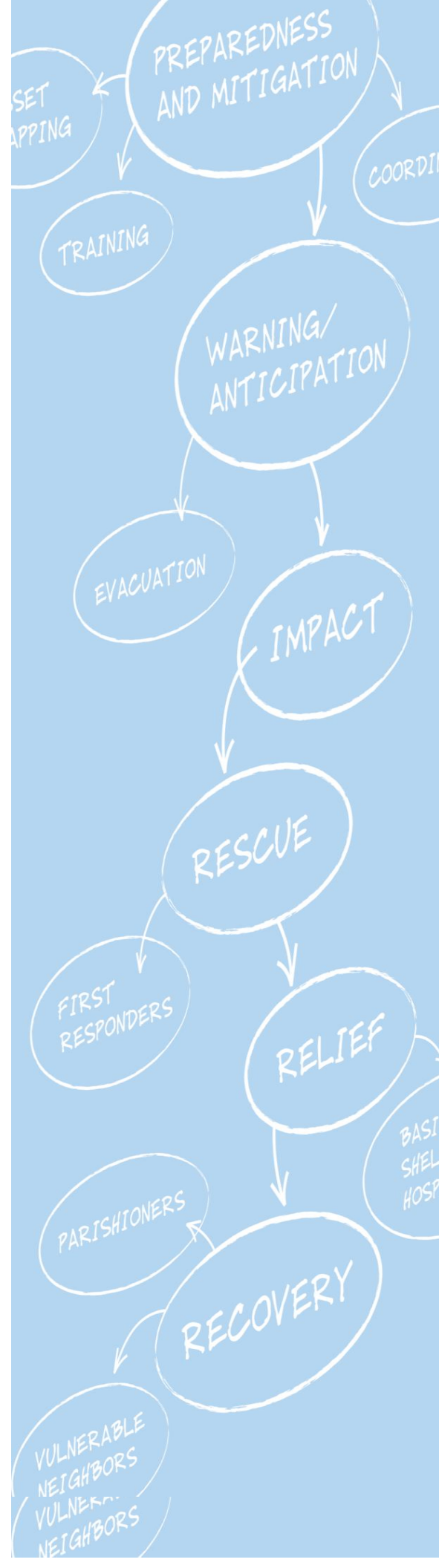


Our Congregation's Disaster Plan



Disaster Leadership Team:

Contact Information

Instructions: Fill out the following form with contact information for your Congregational Disaster Coordinator and the Disaster Leadership Team. Even if your team consists of two people, capture their contact information.

Congregational Disaster Coordinator:	• Landline/Phone:	
	• Cell Phone:	
	• Email:	
• Name:	Role/Designated Tasks: Team	
	Address:	
	Landline/Phone:	
	Cell Phone:	
	Email:	
• Name:	Role/Designated Tasks: Priest-in-Charge	
	Address:	
	Landline/Phone:	
	Cell Phone:	
	Email:	
• Name:	Role/Designated Tasks: Administrator	
	Address:	
	Landline/Phone:	
	Cell Phone:	
	Email:	
• Name:	Role/Designated Tasks: Warden	
	Address:	
	Landline/Phone:	
	Cell Phone:	
	Email:	
• Name:	Role/Designated Tasks:	
	Address:	
	Landline/Phone:	
	Cell Phone:	
	Email:	
• Name: •	Role/Designated Tasks:	
	Address:	
	Landline/Phone:	
	Cell Phone:	
	Email:	

Insurance Information

Make a list of all your insurance information and contacts. Be sure to have a copy of this information in a **secure place off-site** and have another copy that someone can take with them if your community is evacuated.

• Policy Number:	
• Policy is with:	
Phone:	
Address:	
• Agent:	
Phone:	
Address:	
• Original Policy is kept:	
Address:	
• Copy of policy is kept offsite:	
Address:	
• Policy Type:	
Total Value:	
• Policy covers:	
• Other policies:	
• Policy review:	
When:	
By who:	

Be sure to note where off-site copies are kept and who can access them.

Off-site Copies	
• Where:	
• Who:	
Phone:	
Cell:	

Diocesan Contact Information

Instructions: Change, remove and add titles as relevant to your diocese.

<ul style="list-style-type: none"> • Bishop Name: Rt. Rev. David C. Rice	Address:	4147 E Dakota AVE Fresno, CA 93726
	Office Phone:	209-576-0104
	Cell Phone:	559-916-3322
	Email:	bishopdavid@diosanjoaquin.org
<ul style="list-style-type: none"> • Canon to the Ordinary Name: The Rev. Canon Anna Carmichael	Address:	4147 E Dakota AVE Fresno, CA 93726
	Office Phone:	209-576-0104
	Cell Phone:	541-400-9844
	Home Phone:	
	Email:	canonanna@diosanjoaquin.org
<ul style="list-style-type: none"> • Administrator Name: Nichole Pardo	Address:	4147 E Dakota AVE Fresno, CA 93726
	Office Phone:	209-576-0104
	Cell Phone:	
	Email:	dioadmin@diosanjoaquin.org
<ul style="list-style-type: none"> • Diocesan Disaster Coordinator Name: Dennis Fitzgerald	Address:	4147 E Dakota AVE Fresno, CA 93726
	Office Phone:	
	Cell Phone:	559-760-8295
	Home Phone:	559-683-5840
	Email:	
<ul style="list-style-type: none"> • Communications Director Name: none	Address:	
	Office Phone:	
	Cell Phone:	
	Home Phone:	
	Email:	
<ul style="list-style-type: none"> • Friday Reflections Name: Nichole Pardo	Address:	4147 E Dakota AVE Fresno, CA 93726
	Office Phone:	209-576-0104
	Cell Phone:	
	Email:	dioadmin@diosanjoaquin.org