Disaster review template

Objectives

Add your club’s disaster resilience objectives here for reference.

E.g.[[1]](#footnote-1)

1. *We can provide an adequate level of service to our members before, during and after an emergency*
2. *Our staff and volunteers are well prepared to cope with an emergency*
3. *Through strengthening our club’s disaster resilience, we strengthen the resilience of our whole community*
4. *Our club is well positioned to work with our community to ‘build back better’ after an emergency*

Participants

*Note participants in the debrief, including your club’s internal disaster resilience contacts.*

Review

To be completed following a disaster.

*Example:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Description | Successes | Challenges | Lessons learned and future improvements | Added to action plan (Y/N) |
| **General prevention and preparation** | | | | |
| *E.g. Asset tracking* | *Majority of assets recorded* | *Asset register not kept entirely up-to-date* | *Better delegation of responsibilities for asset register* | *Y* |
| **Disaster specific prevention and preparation (e.g. severe storm)** | | | | |
| *E.g. Flood resilient design* | *Clubhouse design effective* | *Amenities building design ineffective* | *Apply for grants to rebuild with flood resilient design* | *Y* |
| **Response** | | | | |
| *E.g. Communication* | *Volunteers, members and stakeholders advised in a timely manner* | *Updating social media channels* | *Identify additional support people to manage social media* | *Y* |
| **Recovery** |  |  |  |  |
| *E.g. Operations* | *Coaching skills and drills online* | *Difficulty identifying alternate venues* | *Network with other clubs / associations / venues to find alternate locations* | *Y* |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Description | Successes | Challenges | Lessons learned and future improvements | Added to action plan (Y/N) |
| **General prevention and preparation** | | | | |
|  |  |  |  |  |
| **Disaster specific prevention and preparation (e.g. severe storm)** | | | | |
|  |  |  |  |  |
| **Response** | | | | |
|  |  |  |  |  |
| **Recovery** | | | | |
|  |  |  |  |  |

1. Australian Council of Social Service. (2016). Disaster Plan for Community Organisations Template. Retrieved 29 March 2023, from <https://resilience.acoss.org.au/site/assets/uploaded/4ba03958-disaster-plan-for-community-organisations-template-final_v12_aug16.docx> [↑](#footnote-ref-1)