

Disaster Preparedness Plan for American Legion Posts in the 22nd District

It is the intent of this paper to establish guidelines when dealing with natural and man-made disasters within and outside of the state of Texas.

Events within the 22nd District

1. The District shall establish a Disaster coordinator.
2. Each Post shall establish a Disaster coordinator for their Post (this can be the Post Commander, Adjutant, Chaplain or someone completely separate).
3. Should an event occur within the 22nd District with notice, the District Coordinator will contact the Post's Coordinators and determine current status. After the event has occurred, the District Coordinator will again contact the Post's Coordinator and determine if they have the ability to assist not only their membership, but their community. After this is determined to be feasible, it should be clarified in what capacity they are able to assist. This could include but is not limited to shelter; reception and distribution of supplies; housing of Medical staff and equipment for triage; transition location of 1st Responders and their vehicles or Military personnel and their vehicles; preparation and distribution of meals.
4. A mass communication system should be put into place for each Post. This can include a "phone tree", mass text, mass email and/or social media notification. This will be utilized to communicate any assistance being offered to membership or the need for volunteers. Developing a Ham Radio Operator Team would also help.
5. Each Post should endeavor to build a working relationship with their local law enforcement, fire and medical 1st responders as well as local government to determine the best lines of communication during a disaster and to advise them of the willingness of the Post to become a point of assistance during a disaster.
6. It is highly recommended that Districts work with their local Office of Emergency Management to develop a Community Emergency Response Team.
7. Each Post should identify any members within their Post that possesses the ability to assist with certain professional aptitudes (medical, legal, carpentry, electrical), maintaining current contact information so these individuals can be called on to assist should the need arise.
8. Coordination of relief shall be communicated between Department and the District Coordinator who will work with the District Commander and Post Coordinator.

Events outside of the 22nd District

1. The District Coordinator will communicate with Department (or directly with the local Posts / District(s)) to determine the needs of the Posts and communities that have been effected.
2. The District Coordinator will then communicate with the Post Coordinators to work with their membership and communities to gather the supplies that will be transported to the affected area.
3. The District Coordinator will work with local businesses to setup transportation for supplies and personnel within the District to deliver these goods.
4. All events should be documented in written and photographic form for distribution to Department and local media.