

JPPI Checklist for Improving Preparedness

Preliminary Phase: Gaining familiarity and analyzing the community's existing structures, activities and social capital, and then its existing emergency infrastructures; familiarity with the response mechanisms and resources of the state authorities responsible for protecting and assisting the population during disaster and crisis situations.

1. Risk evaluation:

- a. Mapping and probability assessment of threats: natural disaster, accident, hazardous materials (HAZMAT) and terror, including as may be appropriate:
 - i. Analysis of combined and compounded threats and dangers;
 - ii. Low- and high-probability risk assessment;
 - iii. Classification and evaluation of targets, objects and facilities at risk, and damage assessment of main threats, with special attention to radical risks such as release of toxic materials or the capture of children as hostages.

2. Formulation and analysis of various crisis scenarios;

3. Formulation of prevention plans;

4. Formulation of protection and security policy and plans:

- a. Mapping needs for securing public facilities, sensitive community sites, and the required resources needed for protecting Jewish persons under threat;
- b. Recruiting CMT (Crisis Management Team), security teams, auxiliary forces, volunteers and ushers for all crisis stages;
- c. Setting alert and warning levels while adapting preparations and checklists required for each situation;
- d. Instructing the population and increasing community members' awareness of potential treats, without giving rise to unnecessary anxiety.

5. Developing community crisis management capabilities:

- a. Familiarity and analysis of existing emergency and crisis capabilities in governmental authorities, NGOs and other communities;
- b. Preparing, exercising and internalizing contingency plans for various situations, but keeping them very flexible;
- c. Preparing contact lists of key community leaders and professionals as well as volunteers, to be mobilized for crisis coping;
- d. Preparing comprehensive crisis management improvement plans in modules, tailored to the community's specific needs and resources.

6. Setting up a community crisis management center (CMC) for emergency situations;

7. Implementation of exercises/drills and simulation games for policy makers, staff and field echelons:

- a. Joint exercises with official state, county and municipal authorities;
- b. Executive exercises and simulations — both scheduled and surprise drills;
- c. Varied multi-stage drills, including all levels of community, especially field echelons.

8. Development of cooperation with governmental and non-governmental authorities and agencies, including information exchange, consultation, joint exercises and so on;

9. Improving capabilities for receiving and generating relevant information;

10. **Using communal Internet for improving communication with community members;**
11. **Setting up a community information center, preferably integrated with the community situation room;**
12. **Building a GIS — Geographical Information Structure (e.g. via Google Earth), if needed;**
13. **Improving crisis decision-making capacities of leaders and professionals, such as through evaluated exercises and individual monitoring;**
14. **Improving in-house communal emergency management and performance capabilities:**
 - a. Scheduling periodic professional training sessions;
 - b. Establishing intra-community resource allocation systems.
15. **Enhancing reconstruction capability for 'the day after' in physical, social and psychological terms:**
 - a. Cooperation and coordination with the country's health, welfare and aid agencies;
 - b. Setting up a team for care and intervention;
 - c. of therapists, social workers, spiritual caregivers and others;
 - d. Care and rehabilitation response to populations with special needs — the elderly, the poor and the disabled;
 - e. Setting up child and youth recovery plans within educational institutions and communal centers.
16. **Improving media relations capabilities:**
 - a. Setting up a communication center adjacent to the CMC;
 - b. Where possible, building or using existing independent broadcast radio and TV studios;
 - c. Appointing a volunteer public relations and awareness team;
 - d. Making a list of interviewees in various languages as needed;
 - e. Preparing public services announcements for use as needed by the public.
17. **Improving the population's preparedness and knowledge for coping with crisis;**
18. **Improving reconstruction capabilities and formulating plans in the education sector;**
19. **Improving inter-community support processes;**
20. **Study and application of legal aspects of crisis management;**
21. **Preserving community economic activities and services during crisis;**
22. **Estimating required human, capital and logistic resources for emergency situations, and preparing ways to mobilize them under pressure conditions — including insurance policies, resources mobilizing, management teams etc.**
23. **Appointing an overall crisis preparation, management and post-crisis learning team with a designated head and with professional advisors.**
24. **Prepare for cooperation with other communities and Jewish domestic and global crisis management structures.**

This checklist provides a basic template to be adapted to the specific needs and capabilities of any given community, while being improved over time.