

Tornado Checklist



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This checklist is intended to be used in conjunction with the All Hazards Checklist in Appendix 1.

| PHASE 1 – PREPARATION | Not Started | In Progress | Complete |
|---|--------------------------|--------------------------|--------------------------|
| Designate an area of each church building as a safe room. This area should provide the highest degree of protection from winds and flying debris (on the first floor, interior room with no windows). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Periodically conduct tornado drills during times when the church buildings are occupied to ensure members are familiar with emergency procedures. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Keep trees and shrubbery trimmed, removing diseased and damaged limbs. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Secure outdoor objects that could blow away or cause damage or injury. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Use a NOAA Weather Radio with a tone-alert feature to keep you informed of watches and warnings issued in your area. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PHASE 2 – IMPACT | Not Started | In Progress | Complete |
| When a Tornado Warning has been issued, go to the designated safe room and take cover immediately and remain there until the “All-Clear” is given. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Listen continuously to a NOAA Weather Radio, or a portable, battery-powered radio (or television) for updated emergency information. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Take no actions to protect property while the tornado is impacting the area. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PHASE 3 – IMMEDIATE RESPONSE | Not Started | In Progress | Complete |
| Continue listening to local radio or television stations or a NOAA Weather Radio for information and instructions. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Help injured or trapped persons within your immediate vicinity. Give first aid where appropriate. Do not move seriously injured persons unless they are in immediate danger of further injury. Call for help. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If individuals have sheltered in church buildings, encourage them to remain there until local officials say it is safe. Access may be limited to some parts of the community, or roads may be blocked | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Immediately report loose or dangling power lines to the power company, police, or fire department. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Use the telephone only for emergency calls. Telephone lines are frequently overwhelmed in disaster situations. They need to be clear for emergency calls to get through. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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| Electrical equipment should be checked and dried before being returned to service. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Replant all salvageable plants, shrubs & trees. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Cover all roofing damage until it can be repaired to prevent further damage to the interior of the building. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Clean and disinfect anything in the interior of the building that is wet. | <input type="checkbox"/> | <input type="checkbox"/> | |
| Remove storm debris from the grounds to the county appointed pick-up point on the church property. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Consult the Flooding and Thunderstorm and Lightning Action Checklists, Appendix 3 & 4 for additional actions to be accomplished during this phase that may apply. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Consult the All Hazards Checklist in Appendix 1 for additional actions to be accomplished during this phase. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| PHASE 4 – RELIEF | Not Started | In Progress | Complete |
| Remind anyone conducting relief efforts to wear sturdy shoes. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Use battery-powered lanterns or flashlights when examining buildings. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Examine walls, floors, doors, staircases, and windows of all church buildings to make sure that the buildings are not in danger of collapsing. Inspect foundations for cracks or other damage. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Examine church buildings for fire hazards, gas leaks, electrical system damage, sewage and waterline damage, loose plaster, drywall or ceilings. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Take pictures of all damage for insurance claims. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If water is of questionable purity, boil or add bleach, and distill drinking water before using. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Contact the church’s insurance agent concerning filing a claim for damages. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Service damaged septic tanks, cesspools, pits, and leaching systems as soon as possible. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Open windows and doors to ventilate and dry out any church buildings with water damage. Call a contractor for assistance with large amounts of water damage. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Consult the All Hazards Checklist in Appendix 1 for additional actions to be accomplished during this phase. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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| PHASE 5 – RECOVERY | Not Started | In Progress | Complete |
|---|--------------------------|--------------------------|--------------------------|
| Consult the All Hazards Checklist in Appendix 1 for actions to be accomplished during this phase. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |