

## Table of Contents

About PERI .....	vi
Evaluation of This Publication .....	vii
Foreword .....	ix
Characteristics of Effective Emergency Management Organizational Structures ...	1
About the 20 Characteristics .....	2
How Prepared is Your Community for Its Next Emergency: A Manager's Checklist .....	3
 Organizational Characteristics:	
[1] Roles of Elected Officials Defined .....	27
[2] Strong and Definitive Lines of Command .....	33
[3] Similar Routine / Disaster Organizational Structures .....	41
[4] Emergency Management Procedures Are as Close to Routine Operational Procedures as Possible .....	47
[5] Good Interpersonal Relationships .....	53
[6] Emergency Management Planning = Ongoing Activity .....	57
[7] All Hazard Approach .....	65
[8] Disaster Prevention and Mitigation .....	69
[9] Motivation Provided for Involvement in the Emergency Management Program .....	73
[10] Citizen Involvement .....	77
[11] Strong Coordination Among Participating Agencies .....	81
[12] Public / Private Cooperation .....	89
[13] Multiple Use of Resources .....	95
[14] Public Information Function Clearly Defined .....	99
[15] Ongoing Monitoring for Potential Disasters .....	105
[16] Internal Alerting Procedures .....	109
[17] Ability to Alert the Public Maximized .....	113
[18] Active Intergovernmental Coordination .....	119
[19] Ability to Maintain Comprehensive Records .....	125
During a Disaster	
[20] Eligibility for State and Federal Subsidies Considered .....	129
 Action Planning Worksheet .....	 133