



Generic Disaster Recovery Mission Checklist

- 1) Determine what “opportunities” are out there.
- 2) Make contact with potential site/s and collect data (who, what, when, where, why, how many)
- 3) Assemble team (either a parish, or region, or diocesan team)
- 4) Determine costs
 - a. How will we travel?
 - b. Where will we stay?
 - c. How long is the mission trip?
- 5) Secure funding (funded through the individual participants, funded by Parish, or diocese, or some combination of these)
- 6) Work with hosting entity to ensure you meet all of their requirements and they help you with all your needs (housing, food, showers, etc) while there.
- 7) Arrange transportation to and from recovery site (drive, fly, other)
- 8) Complete diocese required training (Prevention of Adult sexual misconduct and/or Child sexual abuse)
- 9) Assess the recovery skills already resident on your team.
- 10) Get the skills you need for recovery effort (i.e. Home Depot for dry walling).
- 11) Ensure all are medically ready (i.e. current tetanus shots)
- 12) Ensure all required forms filled out and signed.
- 13) Make arrangements for the required tools (bring them, use those at the site, or combination)
- 14) Set up a departure date and time.
- 15) Assemble and go.