

Module: Public Health Disaster Planning for Districts

Organization: East Africa HEALTH Alliance, 2009-2012

Author(s): Dr. Joseph Chuwa (MoH, Tanzania) (Lead Author), Dr. Christopher Orach-Garimoi (MakSPH), Dr. Roy William Mayega (MakSPH), Dr. Simon Mamuya (Muhimbili Univ. SPH), , Dr. Tabu Simiyu (Moi Univ. SPH), Mr. Mike Renny Wafula (OPM, Uganda), Dr. G. Kabagambe (LIPHEA)

Resource Title: Session 5.1: Format for the Background to the Plan

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- **Title Page**
- **Introduction**
 - This document is intended for use as a guide for response operations. It is an all hazards document.....
- **Letter of Reference or Statement of Authority**
 - This document was created per the national policy on disaster management. It s purpose is to protect the citizens in the event of a public health emergency, and has been required per my authority as governor of this country.....
- **Situation and Assumptions**
 - Present the situation analysis for the district, the common disasters likely to occur the priority disasters for which the document is designed. Present the hazard and vulnerability Analysis.....
- **Concept of Operations**
 - Present the lead coordinating agency in the district and other agencies that are cooperating on this plan and how they will be coordinated.....
- **Capability Tables**
 - Summarize the key characteristics of your planning matrix and highlights of the capabilities you have been preparing in the last 48 hours.....
- **Authorities and References**
 - Contact list
 - List of agencies involved in the plan and the contact persons
 - Legal reference documents
 - Guidance notes
- **Plan Maintenance**
 - This plan will be reviewed annually, and tested quarterly
- **Appendices**
 - Present any appendices