

Community Recovery Guide – Quick Reference Guide

Section	Title	Purpose
1	Recovery Definition	Provides a definition of Recovery and describes some of the impact areas which will need to be considered. This section does not need to be changed.
2	Control	Describes the control mechanisms for Recovery, commencing at a local level and escalating to state level if required. This section does not need to be changed.
3	Command / Coordination	Describes guiding legislation and key stakeholders. You may add potential Recovery Centre venues to this section.
4	Triggers	Describes the circumstances under which a natural disaster event may require formal recovery. This section does not need to be changed.
5	Strategies	Describes key strategies to be addressed throughout Recovery. This section does not need to be changed.
6	Possible Actions	Describes actions which may be undertaken from impact to end of formal recovery, highlighting responsible agency or Functional Area. Amendments may be made to localise the details however this section does not require input.
7	Communications	Identifies local information sharing networks to assist in communicating effectively during recovery. This list should be updated / amended as required.
8	Supporting Documents	Identifies supporting documents which may provide advice / guidance for various recovery issues. This list should be updated as required, particularly with local documents.
9	Recovery Services	Describes the services which may be provided in a Recovery Centre or as part of a broader recovery strategy (such as outreach). This section should be updated / amended as required if there are local services which will participate in recovery.
10	Exit Strategies	This section intends to record names and contact details of agencies and service providers who have participated in the recovery process. This is more of a record for use in <i>current</i> recovery work (i.e. during operations), rather than forward planning. This section is particularly relevant if service providers have come from out of area and will leave before all recovery issues have been fully resolved.
11	Notes & Endorsement	This section provides final points for consideration and for LEMC / LEOCON endorsement.