Are You Prepared?
Emergency Preparedness Checklist for Local Affiliates

Please check all that apply:

___ Our local has a union emergency preparedness and response plan.

___ An officer or staff member is in charge of the union’s emergency preparedness and response.

___ Officers, staff and members who visit the union office frequently are aware of the plan.

___ We have a union communication plan in place to alert and update staff and members in the event of an emergency.

___ The union has a negotiated role in the development and implementation of the employer’s emergency preparedness and response plan.

___ The union has a copy of the employer’s emergency preparedness and response plan.

___ The union has designated representatives on the employer’s emergency preparedness and response plan committee.

___ The union receives updated lists of members whom the employer has designated as “essential personnel” in the event of an emergency.

___ The employer notifies the union when an emergency has been declared.

___ The employer maintains an open line of communication with the union during emergencies.

For more information, contact the AFT health and safety team at 4healthandsafety@aft.org