

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

WELFARE SERVICES
50 E. North Temple St. Rm. 701
Salt Lake City, Utah 84150-6800

May 4, 2005

Bishops' Storehouse Managers

Dear Brethren:

Emergency Communication Specialists and Networks

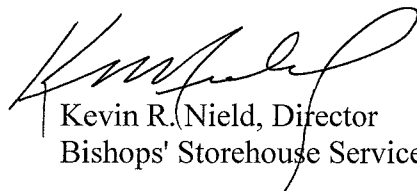
In 2004, it was determined that bishops' storehouses serve as the focal point for emergency communication. Emergency communication specialists have been called in many bishops' storehouses. If this has not occurred, please work with your agent stake president to identify an individual. Emergency communication specialists also serve at Church headquarters to provide training and coordinate Church emergency communication.

Communication specialists may contact the following individuals at Church headquarters for assistance:

Richard Humpherys, Bishops' Storehouse Services, (801) 240-6293
Doug Reneer, Emergency Communication specialist, (801) 240-3870

Attached are the guidelines and a job description that can be used to help train those called to serve as emergency communication specialist.

Sincerely,


Kevin R. Nield, Director
Bishops' Storehouse Services

Attachments

cc: Agent Stake Presidents
Directors for Temporal Affairs
Area Welfare Managers

STOREHOUSE EMERGENCY COMMUNICATION SPECIALIST JOB DESCRIPTION

GENERAL

- Set apart and released by the stake president.
- Works under the direction of the bishops' storehouse manager.
- Receives training from emergency communication specialists and provides training to those within the net he conducts.

REQUIREMENTS

- Holds an amateur radio operators license, General Class or above.

RESPONSIBILITIES

- Attends the bishops' storehouse agent stake operating committee as invited.
- In bishops' storehouses where emergency communication equipment is located, ensure readiness of equipment. In bishops' storehouses without emergency communication equipment, ensure availability and readiness of personally owned equipment.
- Trains stake emergency communication specialists for units served by the bishops' storehouse.
- Organizes and conducts regular communication networks. (See attachment)
- Participates in emergency communication with local civil authorities and relief organizations.

CHURCH EMERGENCY COMMUNICATION GUIDELINES, UNITED STATES AND CANADA – MAY 2005

STAKES AND DISTRICTS, WARDS AND BRANCHES

- Maintain means of emergency communication that will enable local Church leaders to communicate with members and other leaders during an emergency.
- Ensure that the stake has the ability to contact the nearest bishops' storehouse. Generally, amateur radio is the best alternative when telephone service is not available. Stakes are not encouraged to purchase their own radios, but should attempt to identify members who own and are licensed to operate amateur radio equipment. (*Church Welfare Resources*, pg. 15)
- Obtain information about radio frequencies and procedures for using amateur radio equipment by contacting the bishops' storehouse manager or bishops' storehouse emergency communication specialist. (*Church Welfare Resources*, pg. 15)
- Maintain a list of needed telephone numbers, including local Church members and leaders who have access to amateur radio or satellite telephone equipment.

BISHOPS' STOREHOUSE

- Call an emergency communication specialist to serve in the bishops' storehouse. The specialist's stake president will extend the call. The emergency communication specialist should be a licensed amateur radio operator.
- In bishops' storehouses where emergency communication equipment is located, ensure readiness of equipment. In bishops' storehouses without emergency communication equipment, ensure the availability and readiness of personally owned equipment.
- The bishops' storehouse emergency communication specialist regularly conducts amateur radio and satellite telephone network exercises. (See attachment)

WELFARE SERVICES DEPARTMENT – CHURCH HEADQUARTERS

- Provide technical support and guidance to bishops' storehouse communication specialists.
- Regularly conduct Church amateur radio and satellite telephone networks with bishops' storehouses. (See attachment)