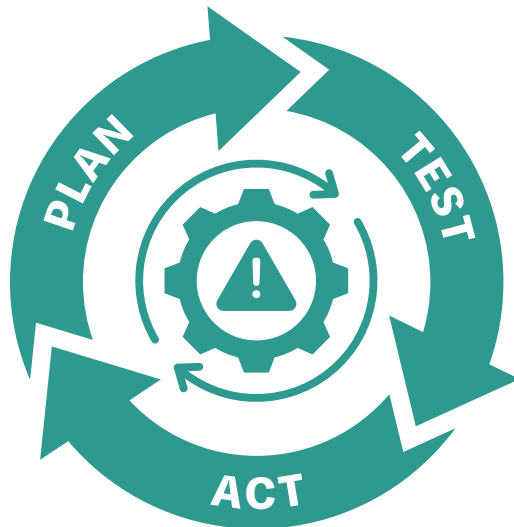




VITAL VOICES
GLOBAL PARTNERSHIP

SAFETY PLAN FOR WOMEN LEADERS





**This toolkit was created by Vital Voices Global Partnership
in collaboration with women leaders globally.**

**Please do not distribute without written permission
from the Vital Voices Crisis Response Team,
crisis@vitalvoices.org.**

PLAN CONSIDERATIONS

Now that you have gone through the entirety of the Crisis Readiness Toolkit, it is time to apply your learnings to a safety plan. Identify an incident, consider the details, and expand upon the following prompts to create a detailed safety plan.

How to use this tool: Women leaders facing crises should use this tool to plan for how to prepare and respond to potential threats to their safety. Leaders should create a security plan for each individual incident/threat they are facing.

INCIDENT

Examples: Arrest, Natural Disaster, Online Threat

LIKELIHOOD

High, Medium, Low

IMPACT

High, Medium, Low; Individual, Team, Organization Impact

**Refer to Risk Assessment in Toolkit*

WARNING SIGNS

Signs you might be in danger

Tip: Think through scenarios with others, like your team, if a sign occurs what action will we take?

RESOURCES

Consider resources you either currently have or need in order to action your plan below. These resources could be training, funding, capabilities or skills.

	RESOURCES I HAVE	RESOURCES I NEED
1		
2		
3		
4		

TRUSTED CONTACTS

Think of dependable people or organizations upon whom you can call during an emergency.

	CONTACT	CONSIDERATIONS
1		
2		
3		
4		

ACTION PLAN

Expanding Your Safety Plan

Fill this out with actions you need to take to prepare yourself for potential incidents and respond if they occur. Consider the timeline for each action, as well as considerations. Mark off actions as you complete them.

READY:

Actions to take prior to an incident occurring

	ACTION	STATUS	TIMELINE	CONSIDERATIONS
1				
2				
3				
4				
5				

Ready continued on next page

READY (CONTINUED)

	ACTION	STATUS	TIMELINE	CONSIDERATIONS
6				
7				
8				
9				
10				
11				
12				

RESPOND

Actions to take once an incident occurs

	ACTION	STATUS	TIMELINE	CONSIDERATIONS
1				
2				
3				
4				
5				
6				
7				

Respond continued on next page

RESPOND (CONTINUED)

	ACTION	STATUS	TIMELINE	CONSIDERATIONS
8				
9				
10				
11				
12				

RECOVER

Actions to take after an incident occurs

	ACTION	STATUS	TIMELINE	CONSIDERATIONS
1				
2				
3				
4				
5				

TEAM ROLES & RESPONSIBILITIES TEMPLATE

Define individual team roles and responsibilities before a crisis

	ROLE	TASK	CONSIDERATIONS	CONTACT
1				
2				
3				
4				