



Mike Willert Agency  
20475 Hwy 46 W #180  
Spring Branch, Tx 78070  
1-800-679-8698

August 4, 2009

re: "The Importance of Pandemic Planning"

Dear Pastor, Administrator, and Church Leaders;

Thank you for entrusting your Church Safety & Security to GuideOne, and the Mike Willert Agency. With the recent concern over the spread of the H1N1 Virus, (Swine Flu), it's important for congregations to have a plan in place in case of a Pandemic.

To help your church prepare for the threat, consider the following:

- 1) Form a Safety & Security Team, who can prepare for emergencies.
- 2) The Team should become informed about H1N1 through the CDC, Center for Disease Control, or U.S. Health Dep't.
- 3) Be prepared for a severe outbreak among Humans. Develop contingency plans that include:
  - a) Teach Congregation to use alternative greetings to shaking hands.
  - b) Consider alternatives to a "common communion cup."
  - c) Stress the importance of sanitary practices, such as frequent hand washing.
  - d) Provide ample soap, hand sanitizer, trash receptacles throughout building.
  - e) Shutting off common water fountains.
  - f) Sanitize toys in nursery areas.
  - g) Sanitizing playground equipment, & play areas.
  - h) Preparing to close the nursery, pre-school, Sunday School in the event of a severe outbreak.
  - i) Make sure proper food practices are followed in the church kitchen.
  - j) Suspend "Food Events", such as potluck dinners, during severe outbreak.
- 4) In a severe outbreak, local authorities may prohibit large public gatherings. In such a situation, the church should consider in advance for their Financial Continuity.

For more information on pandemic planning, visit our website at [www.safechurch.com](http://www.safechurch.com).

Cordially,  
*Mike Willert*  
Mike Willert  
Agent



Risk Management for Churches