

## 2. Condensed 7 Phase Process

This condensed version of the 7 Phase Process provides a brief description of the elements under each phase. To support a most compact version, explanations and references to other sections of the manual have been removed. This condensed version is intended to be a quick reference, but you are strongly encouraged to consult the full *7 Phase Process in Chapter 1*.

### Phase 1: Involve Emergency Management Partners

- Contact your county or tribal emergency manager and the EMD Earthquake and Tsunami Program Manager.
- Ask your emergency manager contacts to connect you with other relevant partners.
- Be prepared to work with a diverse range of partners and share information.

### Phase 2: Assess Tsunami Risks and Current Evacuation Options

- Identify the types of tsunami events that may impact your community.
- Assess flooding impacts and current evacuation routes.
- Determine if your community has a need for vertical evacuation structures.

### Phase 3: Engage the Community

- Engage community members and key stakeholders often to support successful outcomes.
- Review past efforts by your community and other communities.
- Hold public meetings in your community to discuss tsunami risk and mitigation options.
- Identify a trusted community leader who will manage the overall process.
- Manage an open process from start to finish.
- Establish a Stakeholder Committee.

### Phase 4: Identify and Evaluate Potential Sites

- Explore potential sites for future vertical evacuation structures. Consider sites already owned by the community and multi-use structures. Consider also evaluating:
  - The identified sites in the *Project Safe Haven* reports
  - Incorporating vertical evacuation into upcoming new projects
  - Sites near population densities and children (i.e., schools)
  - Neighborhood sites
  - Sites that are on high ground and inland
- Explore potential structure-type options for the site.
- Hire a geotechnical engineer and tsunami modeler.
- Hire a project management consultant.

## **Phase 5: Develop a Funding Plan with Alternatives**

- Assess potential funding sources.
- Apply for grants.
- Prepare a backup plan if some funding sources do not come through.
- Build public support for local funding initiatives.
- Maintain open and frequent communications with your community.

## **Phase 6. Assemble Project Team, Complete Design, and Confirm Budget**

- Create a selection process to hire project team members.
- Finalize the project team once funding is secured.
- Confirm your internal project manager.
- Conduct site specific tsunami modeling.
- Exercise strong oversight over the project budget.
- Confirm the design and capacity considerations for the evacuation structure.
- Identify approaches that combine life safety and good design.
- Conduct a peer review during the design phase of the project.

## **Phase 7. Oversee Construction, Completion, and Operation**

- Hire a construction contractor.
- Schedule regular project meetings and reviews during construction.
- Set up a maintenance plan and a security plan for your evacuation structure.
- Celebrate your newly constructed structure by having an open house.

## **Next Steps.**

- Conduct community outreach and training.
- Consider ongoing improvements to the evacuation structure.
- Improve routes, bridges, and signage that assist with access to the evacuation structure.
- Start planning efforts for your next tsunami vertical evacuation structure.