

# DISASTERWARE PRO<sup>®</sup>

## Flood Operations Checklist



2025

Version 10



Make better decisions, faster.

# DISASTER AWARE PRO

## Flood Operations Checklist

Hazards can occur anywhere, and at anytime, requiring fast and effective decision making to protect lives and livelihoods. This procedural checklist is designed to assist emergency and disaster management practitioners in utilizing PDC's DisasterAWARE Pro system to plan for and respond to **flood hazard events**. It provides guidance on how to use DisasterAWARE early warning and anticipatory insights to ensure effective actions are taken and how to use the system to know where a hazard is likely to occur, who will be impacted, the extent and severity of impacts, and what can be done to save lives and property.



Before using this checklist, make sure you meet the following prerequisites:

### 1 You are an emergency / disaster management practitioner.

This checklist is designed for emergency and disaster management practitioners who support emergency operations centers.

### 2 You have registered for a DisasterAWARE Pro user account.

In order to make use of this checklist you must have an active DisasterAWARE Pro user account. To register, visit <https://disasteraware.pdc.org> and create an account.

### 3 You have completed the online DisasterAWARE introductory course and set up your Smart Alert notifications.

To understand where to access key DisasterAWARE features and functions referenced in this checklist, complete the online courses titled *DisasterAWARE: An Introduction* and *Receive Early Flood Warnings and Assess Impacts With DisasterAWARE*, available here: [pdc.org/help](https://pdc.org/help)

#### Other helpful resources

DisasterAWARE Quick Start Guide

<https://www.disasteraware.org/quickstartguide>

Access online trainings and resources

<https://www.pdc.org/help>

#### Need help?

Problems logging in?

 [disaster@pdc.org](mailto:disaster@pdc.org)

Disaster response support:

 [response@pdc.org](mailto:response@pdc.org)



## Flood Monitoring and Early Warning Checklist

PDC's flood monitoring and early warning leverages near-real-time reports from scientific authorities covering the globe. **Within the U.S.\* and Canada**, notifications are provided through the National Weather Service and the Meteorological Service of Canada; and **for the remainder of the globe**, flood alerting is provided through an innovative partnership between PDC and [NASA's Earth Applied Sciences Disasters](#) program area.

\*Includes: Puerto Rico, Guam, CNMI (Rota, Tinian, Saipan), Micronesia (Yap, Chuuk, Pohnpei, Kosrae), Marshall Islands, Palau



### ALERT AND NOTIFICATION - NEW FLOOD HAZARD IDENTIFIED

**T** = Time of Event

**Position Responsible** = To be assigned by agency

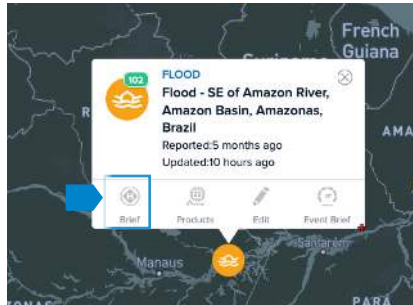
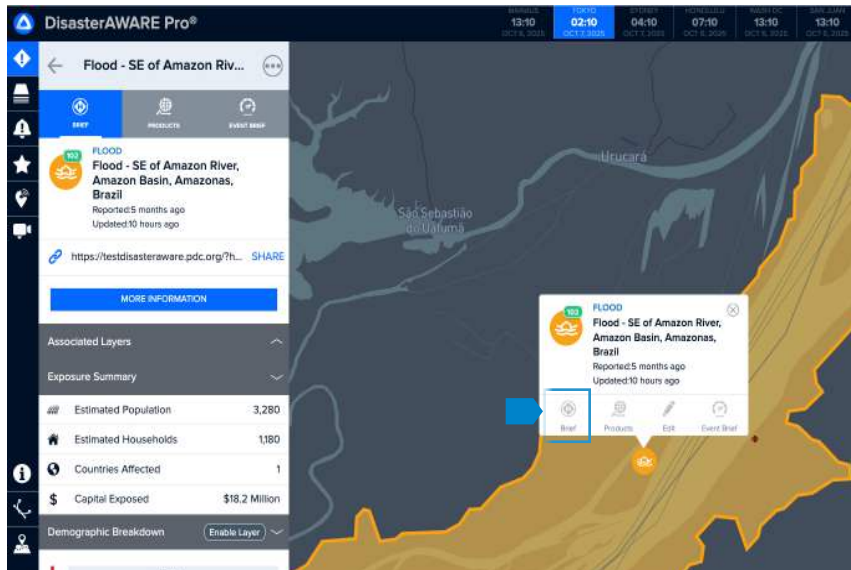
Time Elapsed (Minutes)	Trigger / Activity	Position(s) Responsible
T1+ 0:00	<input type="checkbox"/> <b>New flood hazard / threat identified:</b> DisasterAWARE SmartAlert sends an alert/notification for a new flood hazards in the designated area of responsibility (AOR), or it is identified by the emergency management organization's DisasterAWARE Pro monitoring activities. If there is knowledge of a hazard from another source and it is not shown in DisasterAWARE, contact response@pdc.org to have it added.	



Action	Time Elapsed (Minutes)	Description	Position(s) Responsible
1	T+ 0:05	<input type="checkbox"/> <b>Determine hazard severity (WARNING/WATCH/INFORMATION) in DisasterAWARE (disasteraware.pdc.org) via the flood hazard icon color on the map:</b>  <b>Outside the United States and Canada</b>  Note: Flood hazards outside the United States and Canada were developed in partnership with NASA and are predictive.  <b>● Watch (Orange):</b> Flooding is anticipated to occur and may impact populations and infrastructure. Monitor closely and be prepared to act if necessary.  <b>Canada and United States*</b>  <b>● Warning (Red):</b> Flooding is imminent or occurring with severe impacts to population and infrastructure.  <b>● Watch (Yellow):</b> Conditions are favorable for flooding to occur with the potential to impact population and infrastructure.  <b>● Information (Blue):</b> Significant flooding has recently occurred with severe impacts to population or infrastructure. Agencies are responding. No additional threat anticipated.  <small>*Includes: Puerto Rico, Guam, CNMI (Rota, Tinian, Saipan), Micronesia (Yap, Chuuk, Pohnpei, Kosrae), Marshall Islands, Palau</small>	

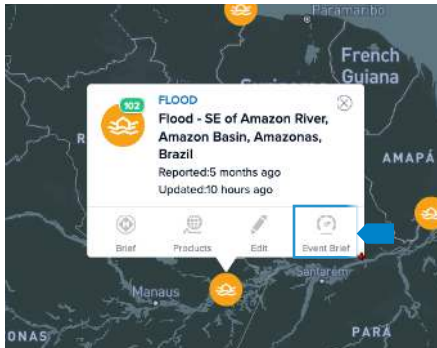
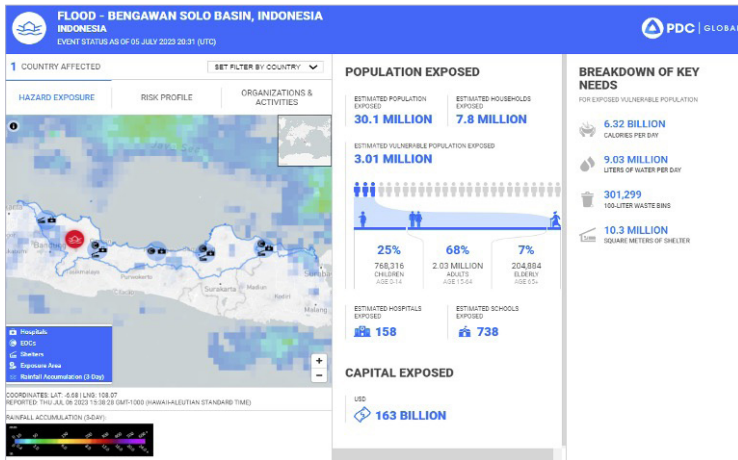


## Continued... ALERT AND NOTIFICATION - NEW FLOOD HAZARD IDENTIFIED

Action	Time Elapsed (Minutes)	Description	Position(s) Responsible
2	T+ 0:20	<div><div><input type="checkbox"/></div><div><p><b>Review key hazard information in DisasterAWARE:</b></p><p>Click on the flood hazard of interest. The hazard's tooltip will appear, providing access to information about the hazard — to include the number of products (in green) and reported/updated times, as well as quick links (Brief, Products, and PDC Event Brief).</p></div></div> <p>In the hazard's tooltip, click the <b>Brief</b> quick link to access a summary of the flood event (scroll to the bottom of the panel), a sharable link to the hazard, associated layers, and estimated exposure.</p> <p>*(Note: Brief is separate from the enhanced Event Brief quick link.)</p> 	



## Continued... ALERT AND NOTIFICATION - NEW FLOOD HAZARD IDENTIFIED


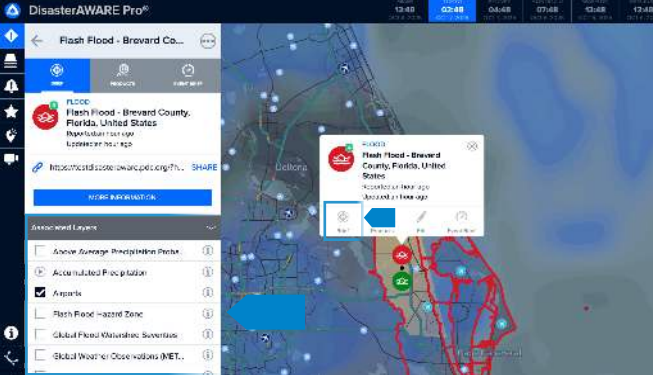
Action	Time Elapsed (Minutes)	Description	Position(s) Responsible
3	T+ 5:00	<div> <input type="checkbox"/> <p><b>Review Event Brief:</b></p> <p>PDC's <b>Event Brief</b> is a hazard-specific report which routinely updates and provides the latest information on potential exposure, impacts, and mass care needs. This enhanced report is available when the population and infrastructure exposed meet the minimum threshold for reporting.</p> <p>With the hazard tooltip visible, click the <b>Event Brief</b> quick link.</p>   <p>Event Brief will automatically load in a new browser tab. At the top of the report, the number of affected countries is shown alongside a dropdown menu that can be filtered by country. Review the following key pieces of information from the report, as available:</p> <ul style="list-style-type: none"> <li>Population exposed (including vulnerable groups)</li> <li>Potential impacts to critical infrastructure (e.g. hospitals, schools...)</li> <li>Capital exposure (estimated value of exposed infrastructure)</li> <li>Breakdown of potential key needs for mass care</li> <li>Risk profiles</li> <li>Easy access to related products</li> <li>Other information such as weather and historical hazards</li> </ul> </div>	



## Continued... ALERT AND NOTIFICATION - NEW FLOOD HAZARD IDENTIFIED

**T** = Time of Event

**Position Responsible** = To be assigned by agency

↓ Action	Time Elapsed (Minutes)	Description	Position(s) Responsible
4	T+ 8:00	<div data-bbox="370 422 407 464"><input type="checkbox"/></div> <p><b>Review Hazard Products:</b></p> <p>With the hazard tooltip visible, click the <b>Products</b> quick link to review specialized hazard maps and products.</p> 	
5	T+ 15:00	<div data-bbox="370 947 407 989"><input type="checkbox"/></div> <p><b>Use data to support daily operational readiness, impact assessment, and reporting:</b></p> <ul style="list-style-type: none"> <li>Note receipt of the hazard alert (Information, Advisory, Watch, or Warning) in daily operations event log.</li> <li> <div data-bbox="479 1094 532 1163"></div> <p>With the hazard tooltip visible, return to the <b>Brief</b> quick link, then expand the <b>Associated Layers</b> section to access key layers related to flood events.</p> </li> </ul>  <ul style="list-style-type: none"> <li>Be sure to also check for additional relevant data in the <b>Layers</b> panel (left menu) to further enhance your situational awareness (e.g., terrain, weather observations, risk and vulnerability, critical infrastructure, and regional and country-specific layers).</li> <li> <div data-bbox="479 1717 532 1766"></div> <p>Utilize the <b>Bookmark</b> feature to save and share specific layers / maps with partners and senior leaders.</p> </li> <li> <div data-bbox="479 1780 532 1829"></div> <p>Create <b>Drawings</b> to add key information to be shared with partners and senior leaders.</p> </li> <li> <div data-bbox="479 1843 532 1892"></div> <p>Use the <b>Print</b> feature to save and email/print maps or products.</p> </li> <li>Use the above features and products to keep Senior Leadership informed as required by your emergency management organization's Standard Operating Procedures (SOP).</li> </ul>	



## Flood Monitoring and Early Warning Checklist



### Continued... ALERT AND NOTIFICATION - NEW FLOOD HAZARD IDENTIFIED

T = Time of Event

Position Responsible = To be assigned by agency

Action	Time Elapsed (Minutes)		Description	Position(s) Responsible
6	T+ ...	<input type="checkbox"/>	<b>Hazard monitoring:</b> <ul style="list-style-type: none"> <li>Continue to monitor hazard impacts in AOR using DisasterAWARE Pro's automated updates, including alert level changes, Event Brief anticipated impact reports, and potential resource requirements needed for response operations.</li> <li>Leverage information in the <b>Situational Awareness (SA)</b> products.</li> <li>Continue to update Senior Leadership as required.</li> <li>If authorized, upload situational awareness products as updates occur.<sup>3</sup></li> <li>Continue monitoring until the hazard expires in DisasterAWARE Pro or monitoring is no longer required.</li> </ul>	
7	T+ ...	<input type="checkbox"/>	<b>Supervisory oversight:</b> <p>Ensure checklist tasks have been completed or are in progress as appropriate. Ensure daily operations event log is up to date with all:</p> <ul style="list-style-type: none"> <li>Hazard and weather-related information received.</li> <li>Notifications and reports to Senior Leadership as required.</li> <li>Continue until hazard expires in DisasterAWARE Pro or monitoring is no longer required.</li> </ul>	

<sup>3</sup>Approved organizations only. For more information or to request a product be uploaded, contact [response@pdc.org](mailto:response@pdc.org).





## Flood Monitoring and Early Warning Checklist



### FLOOD HAZARD REQUIRES EMERGENCY RESPONSE ACTIVATION

**T** = Time of Event

**Position Responsible** = To be assigned by agency

Time Elapsed (Minutes)		Trigger / Activity	Position(s) Responsible
T2+ 0:00	<input type="checkbox"/>	<b>Flood hazard's severity reaches need for Emergency Response Operation:</b> Senior Leadership activates Emergency Response Operations as provided for by the emergency management organization's SOP.	



Action	Time Elapsed (Minutes)		Description	Position(s) Responsible
8	T+ 10:00	<input type="checkbox"/>	<b>Prepare initial incident brief:</b> <ul style="list-style-type: none"> <li>Review <b>Event Brief</b> updates and hazard layers to include in initial incident briefing materials.</li> </ul>	
9	T+ 20:00	<input type="checkbox"/>	<b>Conduct initial incident briefing:</b> <ul style="list-style-type: none"> <li>Provide initial incident brief to Incident Command/Senior Leadership.</li> </ul>	
10	T+ ...	<input type="checkbox"/>	<b>Monitor/gather data/report/keep records:</b> <ul style="list-style-type: none"> <li>Continue to monitor hazard in DisasterAWARE Pro for automatic updates, impacts in AOR, and potential resource requirements needed for response operations under changing conditions.</li> <li>Use information in SA products and briefings for Incident Command, Senior Leadership, the Media, etc. as needed.</li> <li>If authorized, upload situational awareness products as updates occur.<sup>2</sup></li> <li>Continue for duration of incident.</li> </ul>	
11	T+ ...	<input type="checkbox"/>	<b>Incident timeline oversight:</b> Ensure checklist tasks have been completed or are in progress as appropriate. Ensure organization records and DisasterAWARE Pro Hazard product file (as appropriate) are up to date with: <ul style="list-style-type: none"> <li>Hazard and weather-related information received.</li> <li>SA products issued.</li> <li>Briefings for Incident Command/Senior Leadership as provided for by emergency management organization's SOP.</li> </ul> Continue for duration of incident.	

<sup>2</sup>Approved organizations only. For more information or to request a product be uploaded, contact [response@pdc.org](mailto:response@pdc.org).





**PDC** | GLOBAL

**Better solutions.  
Fewer disasters.**

# Safer world.

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