

COMPLETED EXAMPLE – WORKSHEET 1.1: IDENTIFYING STAKEHOLDERS

Please note that this worksheet will likely include information about an emergency that during an actual event might not be immediately available. This was done to illustrate the full range of information to inform a strategic communication response. As more data becomes available, update this worksheet.

Worksheet 1: Identifying Stakeholders					
Stakeholder	Core area of expertise (where relevant)	Primary Contact(s)			
Organization	Area	Title	Name	Mobile Phone	Emails
Government Institutions/ Ministries/Policy Makers					
<i>Ministry of Health</i>	<i>Health services provision, health facilities, training, health promotion</i>	Minister	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>Committee for Public Health Threats, Emergencies and</i>	<i>Surveillance, epidemiology</i>	Committee Co-Chairs	First Name, Last Name	70-593829 70-593829	xxxxxx@gmail.com
<i>Ministry of Communication & Public Information</i>	<i>Communication, public announcements, media relations</i>	Minister	First Name, Last Name	70-593829 70-593829	xxxxxx@gmail.com
<i>Ministry of Education</i>	<i>Health education in schools</i>	Minister	First Name, Last Name	70-593829	xxxxxx@gmail.com
International Organizations					
<i>UNICEF</i>	<i>Communication (C4D), health, child protection</i>	Director	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>WHO</i>	<i>Health, supplies, Training</i>	Logistics Officer	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>UNOCHA</i>	<i>Emergency coordination</i>	Logistics Office	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>WFP</i>	<i>Food distribution</i>	Logistics Office	First Name, Last Name	70-593829	xxxxxx@gmail.com
Health Service Providers					
<i>Volunteer health workers</i>	<i>Health promotion,</i>	Chair, VHW TWG	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>Community health workers</i>	<i>Health services provision, health</i>	Director of Primary	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>Registered Nurses</i>	<i>Health services provision, health</i>	Director of Primary	First Name, Last Name	70-593829	xxxxxx@gmail.com
Research Agencies /University					
<i>National Catholic University</i>	<i>Qualitative & quantitative research</i>	Director, Research	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>National Statistics Institute</i>	<i>Epidemiological data</i>	Research Manager	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>McDermitt Research Institute</i>	<i>Qualitative & quantitative research; training of data collectors</i>	Researcher	First Name, Last Name	70-593829	xxxxxx@gmail.com

COMPLETED EXAMPLE – WORKSHEET 1.1: IDENTIFYING STAKEHOLDERS

Please note that this worksheet will likely include information about an emergency that during an actual event might not be immediately available. This was done to illustrate the full range of information to inform a strategic communication response. As more data becomes available, update this worksheet.

Worksheet 1: Identifying Stakeholders					
Stakeholder	Core area of expertise (where relevant)	Primary Contact(s)			
Private Sector					
<i>Trucks & Wheels Ltd</i>	<i>Vehicles and transport nation-wide</i>	Manager	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>ABCTel, Orange and other Phone providers</i>	<i>Telecommunications, internet provider</i>	Director	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>Private health facilities</i>	<i>Health service provision, mobile clinics</i>	Director, Directorate of PHC	First Name, Last Name	70-593829	xxxxxx@gmail.com
Community Leaders/Key Stakeholders					
<i>Community members</i>					
<i>National Committee of Traditional Leaders</i>	<i>Coordination of traditional leaders across the country</i>	Chair	First Name, Last Name	70-593829	xxxxxx@gmail.com
<i>Local Women's groups</i>	<i>Social mobilization and networks, human and women's rights</i>	Director, Ministry Local Gov, Rural Development	First Name, Last Name	70-593829	xxxxxx@gmail.com