

## **DISASTER RECOVERY LINKS 2015**

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*To be prepared for disaster, it is a good idea to have thought about the possible disasters which could affect your library and how to prepare. A disaster plan and a checklist of items to have ready at hand can help in this process of preparation.*

*This list contains some useful weblinks on disaster preparedness, links to agencies to contact for emergency relief and quick links to deal with particular situations.*

The topics covered are:

**Disaster planning, response and recovery including templates**

**Disaster relief and donations**

**Quick links for resource recovery**

### **DISASTER PLANNING, RESPONSE AND RECOVERY**

**The ALIA Quick Guide to Disaster Response**

**<http://www.alia.org.au/disasterplanning/docs/TheQuickGuidetoDisasterResponse.pdf>**

A one page guide with emergency telephone numbers, key questions, a basic emergency kit list, sensible reminders and a disaster team organisational chart.

**Disaster preparation, response and recovery**

**[https://www.alia.org.au/sites/default/files/documents/ALIA\\_Guide\\_Disaster\\_Plan\\_Resp\\_Recover.pdf](https://www.alia.org.au/sites/default/files/documents/ALIA_Guide_Disaster_Plan_Resp_Recover.pdf)**

This website of ALIA, the Australian Library and Information Association, covers many aspects of disaster planning including a practical guide to assist from planning for a disaster to rebuilding following one. There are more detailed checklist and templates to assist in rebuilding. Suggested scenarios for training purposes are also offered. There are also links to specific types of disasters and their associated threats: earthquakes and structural damage, environmental damage, fire damage and flood and storm damage with salvage and emergency procedures.

**ALIA Disaster planning for libraries**

**[https://www.alia.org.au/sites/default/files/documents/ALIA\\_Disaster\\_Planning\\_Libsfinal.pdf](https://www.alia.org.au/sites/default/files/documents/ALIA_Disaster_Planning_Libsfinal.pdf)**

Guides and templates to assist in creating a disaster plan

### **Disaster planning for libraries and archives**

<http://www.nla.gov.au/openpublish/index.php/nlasp/article/view/979/1249>

The information from the National Library of Australia focuses on how to develop a sound disaster plan and covers:

Types of disaster plans

Basic elements in developing a plan such as a risk analysis, improving procedures, allocating responsibilities, preparedness actions and recovery and response procedures. It also covers measurement of success or failure of the plan.

### **Disaster planning, response and recovery**

[http://www.sl.nsw.gov.au/services/public\\_libraries/strategy\\_and\\_planning/disaster.html](http://www.sl.nsw.gov.au/services/public_libraries/strategy_and_planning/disaster.html)

The State Library of NSW site links to some very practical response and recovery procedure sheets such as "Drying a wet book", "Salvaging water-damaged collections" and "Dealing with mould". These can be printed and laminated and included in one's disaster bin with the equipment required to deal with the problem.

### **Emergency preparedness and response**

[http://calpreservation.org/information\\_resources/emergency-prep-and-response/](http://calpreservation.org/information_resources/emergency-prep-and-response/)

### **Library Disaster Plan Template**

[http://calpreservation.org/wp-content/uploads/2013/05/CPTF\\_disaster\\_plan\\_2003.pdf](http://calpreservation.org/wp-content/uploads/2013/05/CPTF_disaster_plan_2003.pdf)

This California Preservation Program website offers a template for creating a plan covering emergency response, responsibilities, salvage priorities and supplies (for a disaster bin), and emergency procedures.

### **Disaster recovery for public records custodians, archives and libraries**

<http://dos.myflorida.com/library-archives/records-management/disaster-recovery/>

This Florida Department of State website offers advice with regard to disposition of unrecoverable public records lost or destroyed in a disaster. It also covers techniques for dealing with small and large outbreaks of mould and mildew and document recovery techniques.

### **ICHARM (International Centre for Water Hazard and Risk**

### **Management) Disaster Management Handbook**

[http://www.icharm.pwri.go.jp/publication/pdf/handbook\\_on\\_local\\_disaster\\_management\\_experiences.pdf](http://www.icharm.pwri.go.jp/publication/pdf/handbook_on_local_disaster_management_experiences.pdf)

This handbook, written by Megumi Sugimoto, was published in March 2013 and is downloadable in pdf format. It is also being translated into Spanish, Russian and several other languages.

### **Library disaster recovery: 2009 Victorian bushfires**

<http://asearchinglibrarian.wordpress.com/2011/08/09/library-disaster-recovery-2009-victorian-bushfires/>

The series of links on this page relate to the destructive bushfire disaster in Victoria, Australia in 2009. The links range from disaster recovery websites, how libraries were affected by the disaster, how emotional healing was assisted through libraries and books, how other libraries, industry and communities helped the rebuilding process. There are also news reports and small informal library case studies.

### **Disaster planning and recovery**

<https://www.sla.org/learn/resource-guides-2/disaster-planning-and-recovery/>

The Special Libraries Association web page contains a bibliography of many articles and monographs related to disaster planning and recovery and a wide range of links including dealing with libraries affected by terrorism. The page commemorates librarians killed and injured on 9/11 and covers many aspects of disaster planning and had links to websites relating to 9/11 and Hurricane Katrina.

### **Disaster management in libraries: response and recovery operations for water-related damages**

<http://www.slideshare.net/verzosaf/disaster-management-in-libraries-response-and-recovery-operations-for-waterrelated-damages>

A slide share presentation by Fe Angela Versoza given in the Philippines in 2009 focuses on response and recovery operations in the case of water-related damage. It is very accessible and offers sound advice. An online disaster planning tool is referred to [www.dplan.org](http://www.dplan.org) created by the Massachusetts Board of Library Commissioners to assist in developing a disaster plan.

### **Library of Congress: Response and recovery**

<http://www.loc.gov/preservation/emergprep/recovery.html>

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**IFLA Disaster Preparedness Planning: A brief manual**

<http://www.ifla.org/publications/ifla-disaster-preparedness-and-planning--a-brief-manual>

**DISASTER RELIEF/ DONATIONS**

**Red Cross and Red Crescent**

<http://www.ifrc.org/en/what-we-do/where-we-work/>

Contact information for national Red Cross and Red Crescent societies in 187 countries

**Disaster Relief Organisations**

<http://www.colorado.edu/hazards/resources/web/relief.html>

**Help for disaster victims**

<http://www.appleseeds.org/aid-relief-agencies.htm>

**Disaster Relief Agencies**

<http://www.disastercenter.com/agency.htm>

**Caribbean Disaster Information Network**

<http://www.mona.uwi.edu/cardin/home.asp>

**QUICK LINKS FOR RESOURCE RECOVERY**

**Drying a wet book**

[http://www.sl.nsw.gov.au/about/collections/preservation/drying\\_wet\\_book.html](http://www.sl.nsw.gov.au/about/collections/preservation/drying_wet_book.html)

**Smoke and odour removal**

[http://www.sl.nsw.gov.au/about/collections/preservation/smoke\\_our\\_removal.html](http://www.sl.nsw.gov.au/about/collections/preservation/smoke_our_removal.html)

**Dealing with mould**

[http://www.sl.nsw.gov.au/about/collections/preservation/dealing\\_with\\_mould.html](http://www.sl.nsw.gov.au/about/collections/preservation/dealing_with_mould.html)