

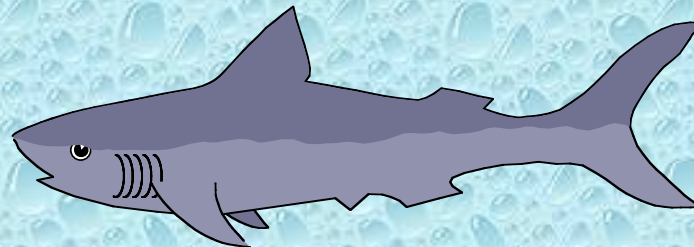
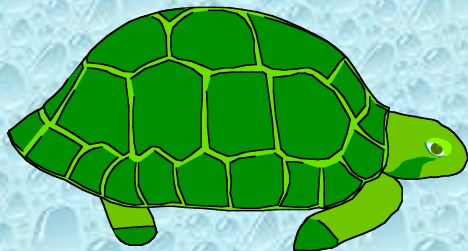
CANADIAN
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DEVELOPING AN EMERGENCY RESPONSE PLAN FOR NATURAL HISTORY COLLECTIONS

David Tremain



- 
- Emergencies and disasters can and do happen
 - Most emergency situations can be avoided
 - Many effects of emergencies and disasters can be mitigated
 - Most institutions are not well prepared

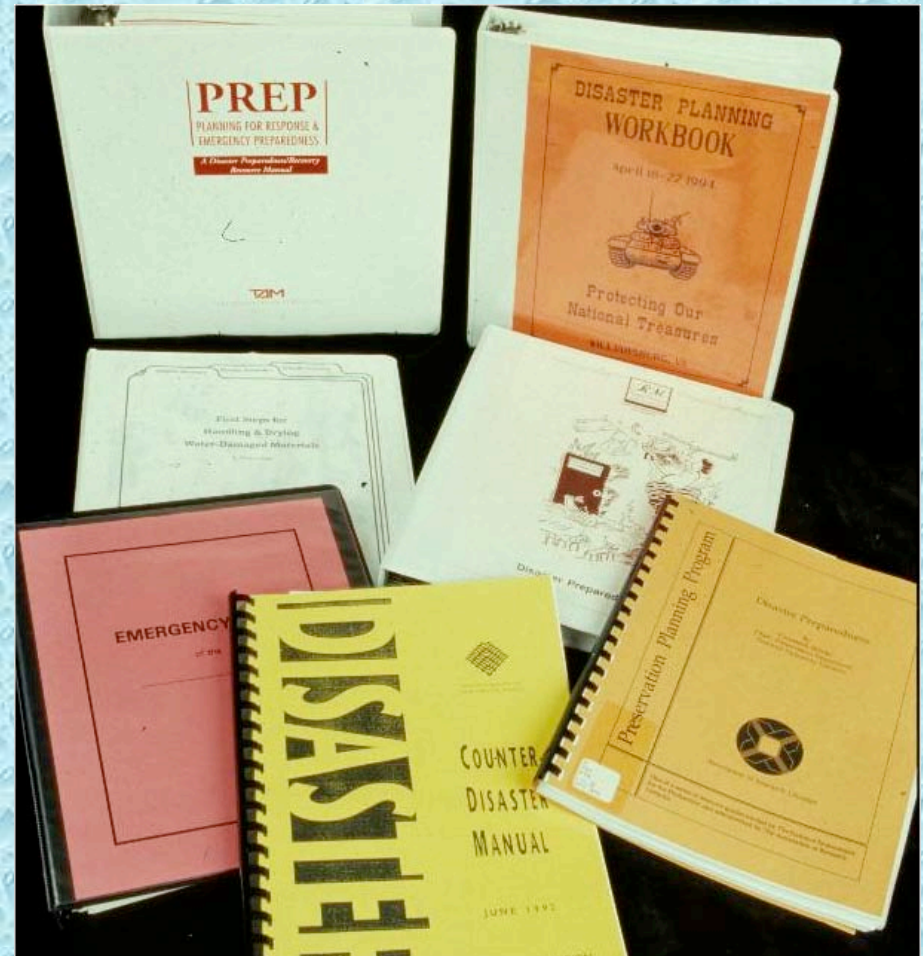


*“By failing to
prepare, you’re
preparing to fail.”*

© 1996 Larry Minotal

PLANNING...

- **What** should be done
- **Who** should do it
- **When** it should be done
- **Where** it should be done
- **Why** it should be done
- **How** it should be done



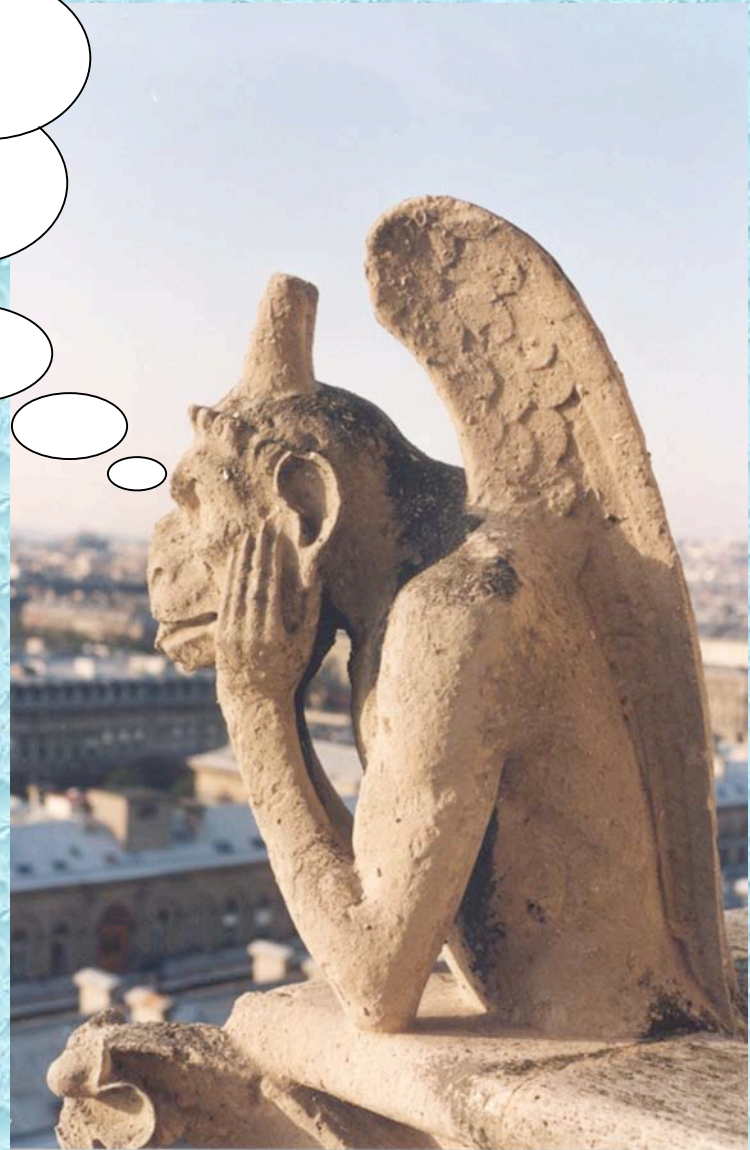
KEY ASPECTS OF EMERGENCY PLANNING

- Preventing the event from occurring, or
- Mitigating its effects if it should not be preventable
- Cohesive teamwork and collaboration
- Ensuring the right people are involved and properly trained

GETTING MANAGEMENT SUPPORT

- Management needs to be at the table
- Convincing management
 - Emergency planning not a whim
 - Emergencies cost \$\$\$
- Consider the museum to be a business (BCP)

Who needs to be involved?



Everybody was sure that **Somebody** would look after it. **Anybody** could have done it, but **Nobody** did. **Somebody** got angry about it because it was **Everybody's** job. **Everybody** thought **Anybody** could do it, but **Nobody** realized that **Everybody** would not do it. It ended up that **Everybody** blamed **Somebody** when **Nobody** did what **Anybody** could have done.

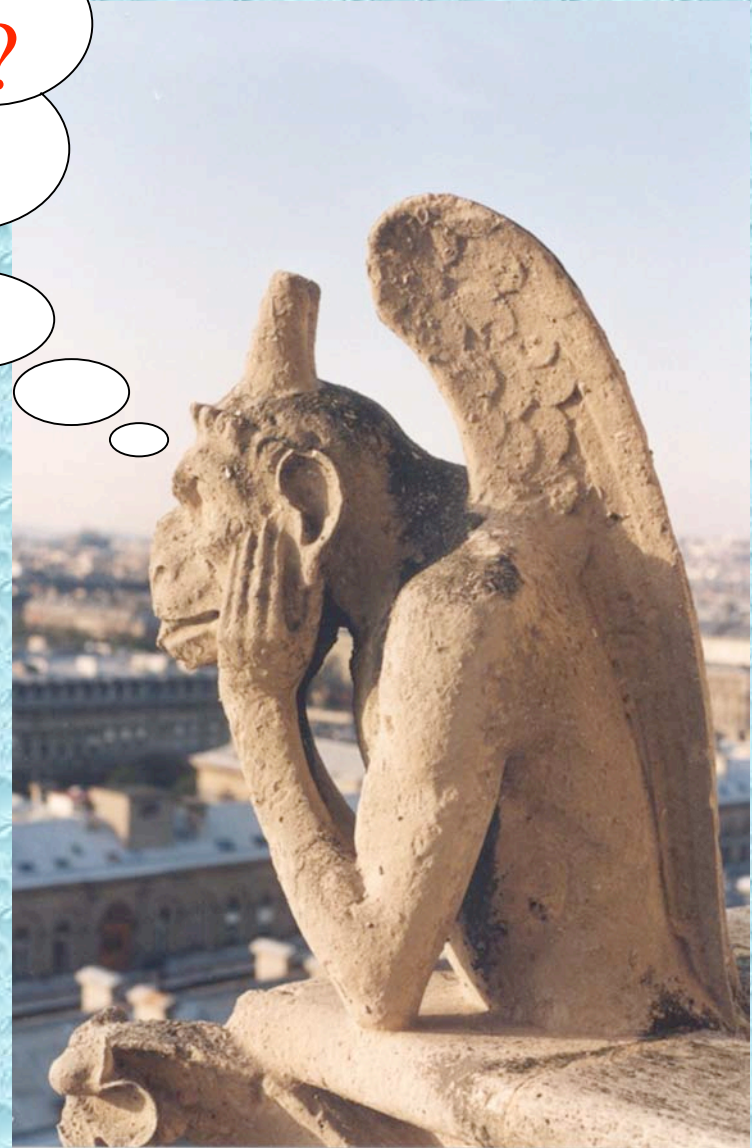
The Planning Committee

- Management
- Curatorial staff
- Registrar
- Head of Security
- Facilities Manager
- Administrator/
Finance
- Conservator



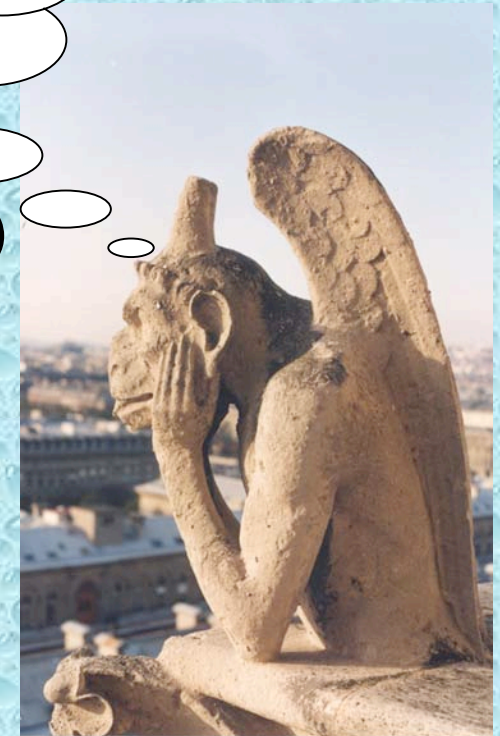
What needs to be done?

- Assign tasks
- Collect and collate information



What needs to be protected?

- Rare or valuable items (irreplaceable)
 - Type specimens, Field notes
- Vulnerable items (i.e. to water, soot)
 - Skins, Hides
- Replaceable items
- (Potentially) Hazardous items
 - Mounted specimens treated with Arsenic (As) or Mercury (Hg)
 - Mounted botanical specimens treated with DDT, PDB
 - Radioactive minerals
 - Wet specimens

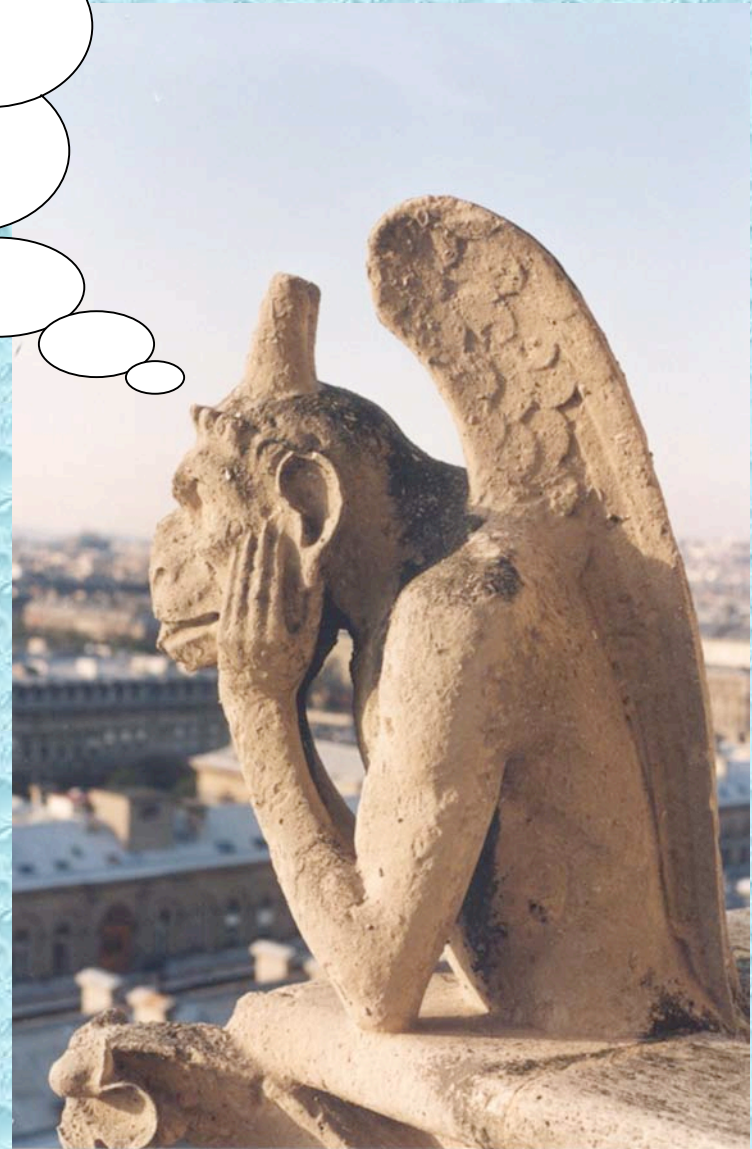


Sensitivity of objects

- Sensitive to fluctuations in temp. and RH
- Sensitive to moisture
- Sensitive to light fading
- Politically sensitive
- Fragile and cannot be moved easily
- Large/heavy that cannot be moved easily
- Small and easily stolen

What does it need to be protected from?

- Identify hazards:
 - Risk Assessment
 - Carry out inspections
 - Collect information



AGENTS OF DETERIORATION

AGENT	CAUSE
Direct Physical Force (Shock, vibration, abrasion or gravity)	Cumulative: Improper handling or support Catastrophic: Earthquake, war, floor collapse
Thieves, Vandals, Displacers	Intentional: Criminals, staff, protesters Unintentional: Staff, users, pests
Fire	Accidental: Deficient wiring, construction, gas leak, natural/environment Intentional: Arson, bomb threat
Water	Environmental: Heavy precipitation, flooding Human related: Fire hoses, burst water pipe

“[T]errorism is a global problem...
As long as there are people who are
not happy with their lot in life, as
long as the United States is
perceived to somehow be the cause
of this unhappiness, there will be
terrorism.”

Cofer Black – former Director, Counterterrorism
Center (CTC), CIA

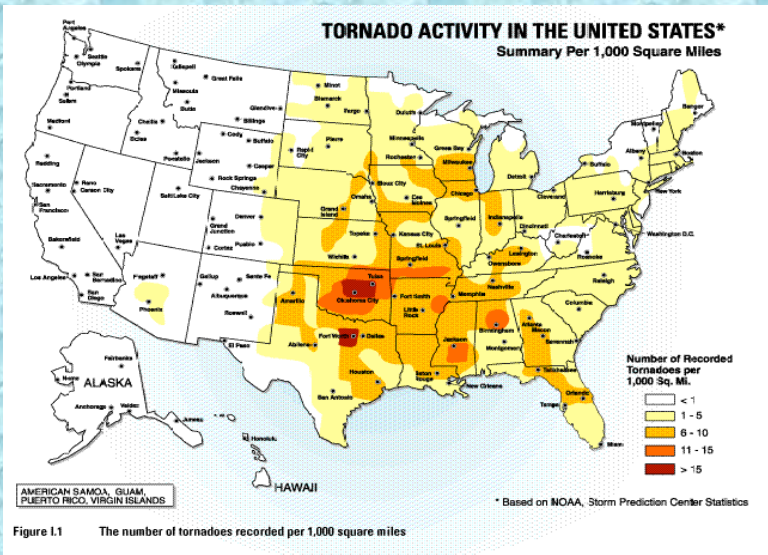


Figure I.1 The number of tornadoes recorded per 1,000 square miles

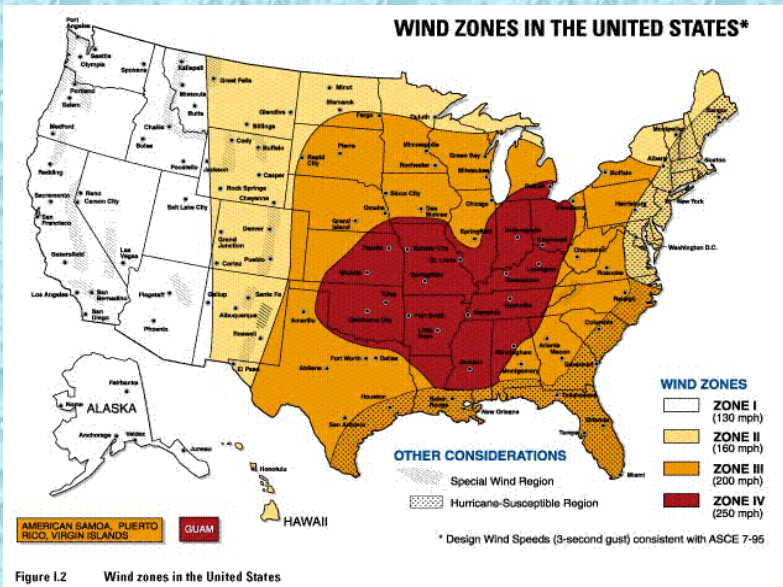
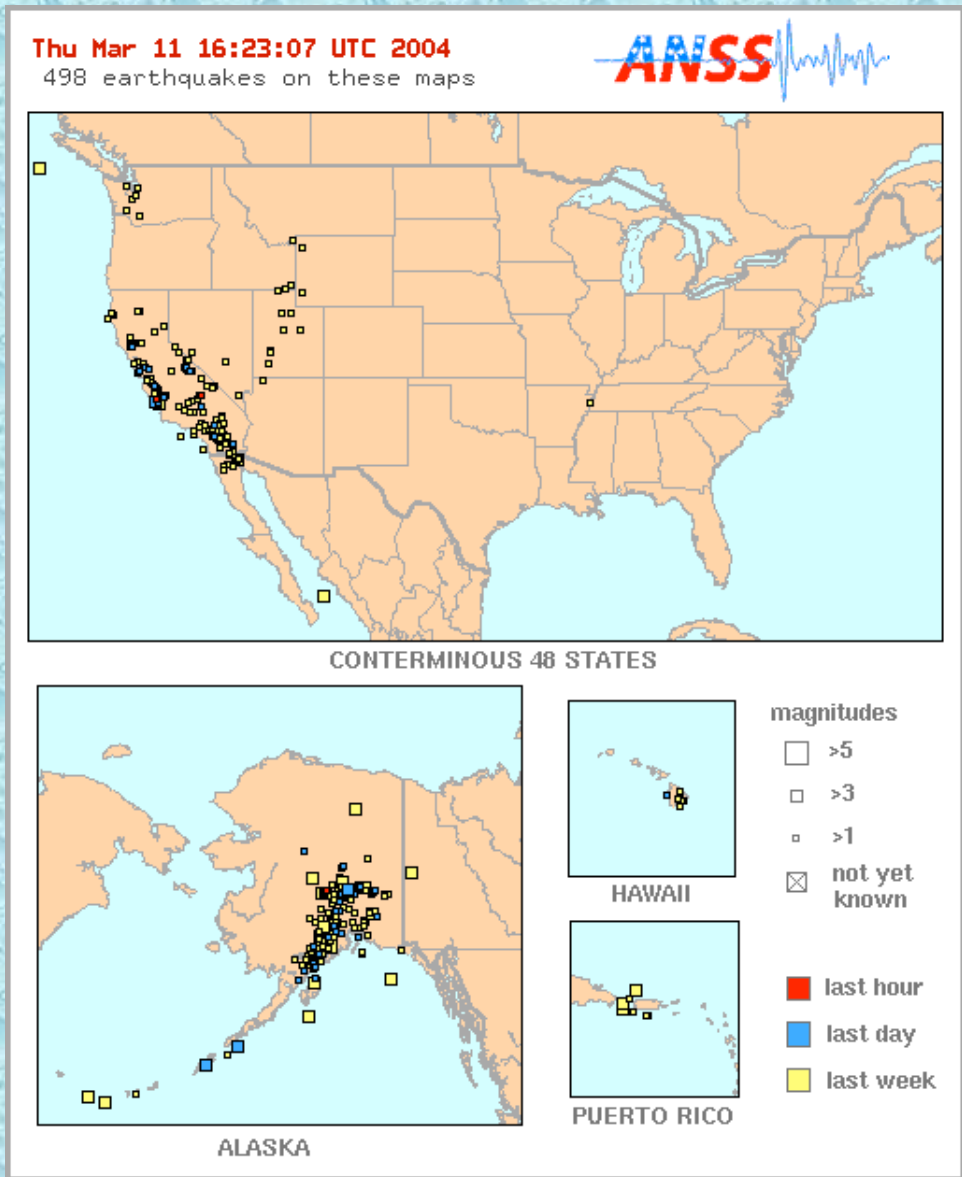


Figure I.2 Wind zones in the United States

Where can I get this information?

U.S. Organizations

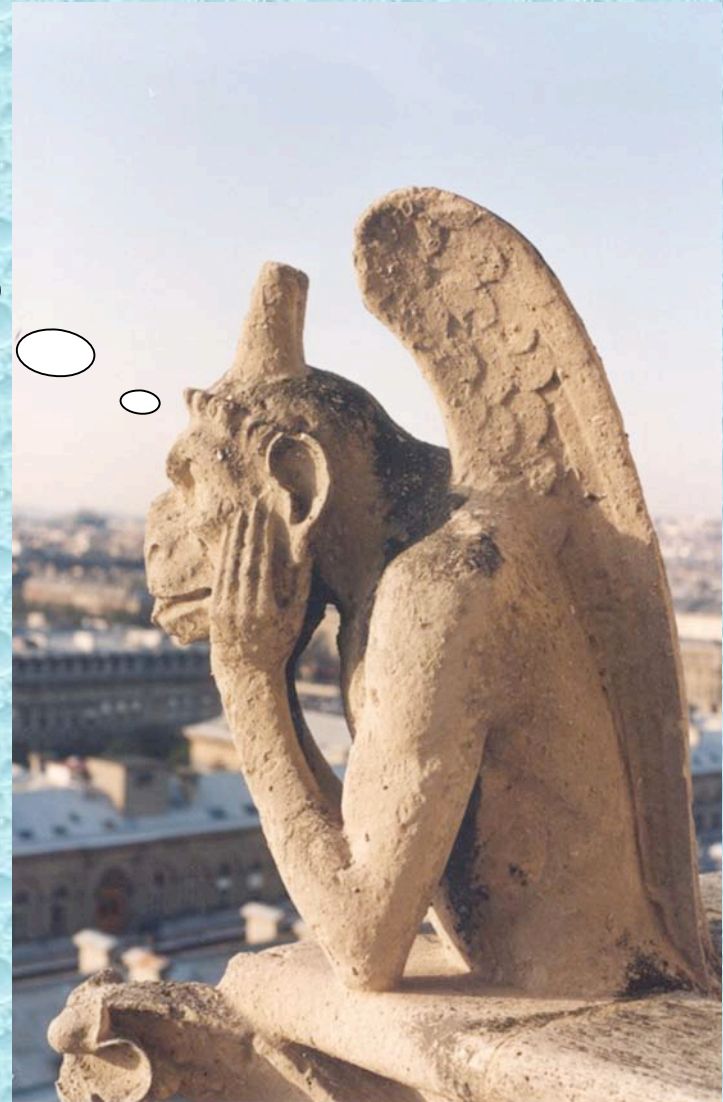
- **FEMA:** Federal Emergency Management Agency
- **DHS** Department of Homeland Security
- **NOAA:** National Oceanographic & Atmospheric Administration
- **NWS:** National Weather Service
- **NOS:** National Ocean Service
- **NIFC:** National Interagency Fire Center
- **CDC:** Centers for Disease Control
- **USGS:** U.S. Geological Survey
- **NCDC:** National Climatic Data Center
- State and local authorities

U.S. Organizations

- **NFPA:** National Fire Protection Association
- **AIC:** American Institute for Conservation
- Heritage Preservation
 - Heritage Emergency National Task Force
- **AASLH:** American Association for State & Local History
- **NTHP** National Trust for Historic Preservation
- Department of the Interior
 - National Park Service
 - Office of Managing Risk etc
- Smithsonian Institution
 - ASIS:** American Society for Industrial Security
- American Red Cross
- **FBI** Field Office
- US Army Corps of Engineers
- World Wide Web

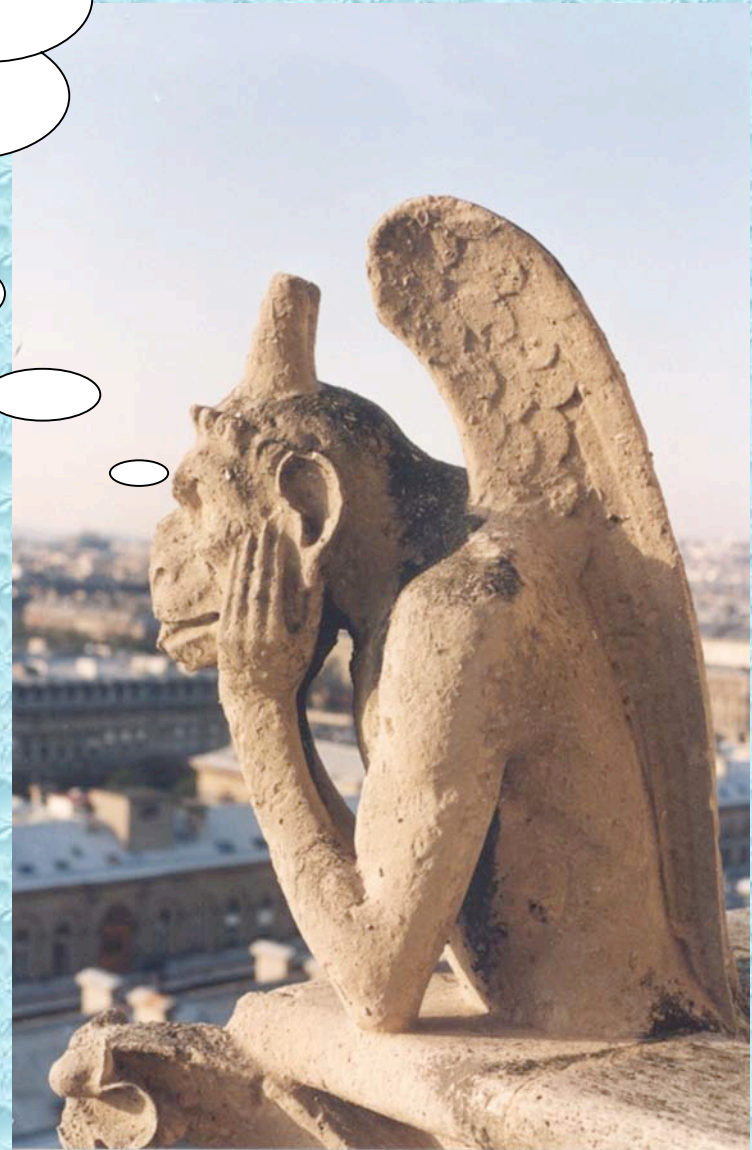
What needs
to be done?

- Meet with
 - Fire
 - Police
 - Insurance
 - City officials
 - Local Emergency Measures Organization
- Form an Emergency Response Team (ERT)



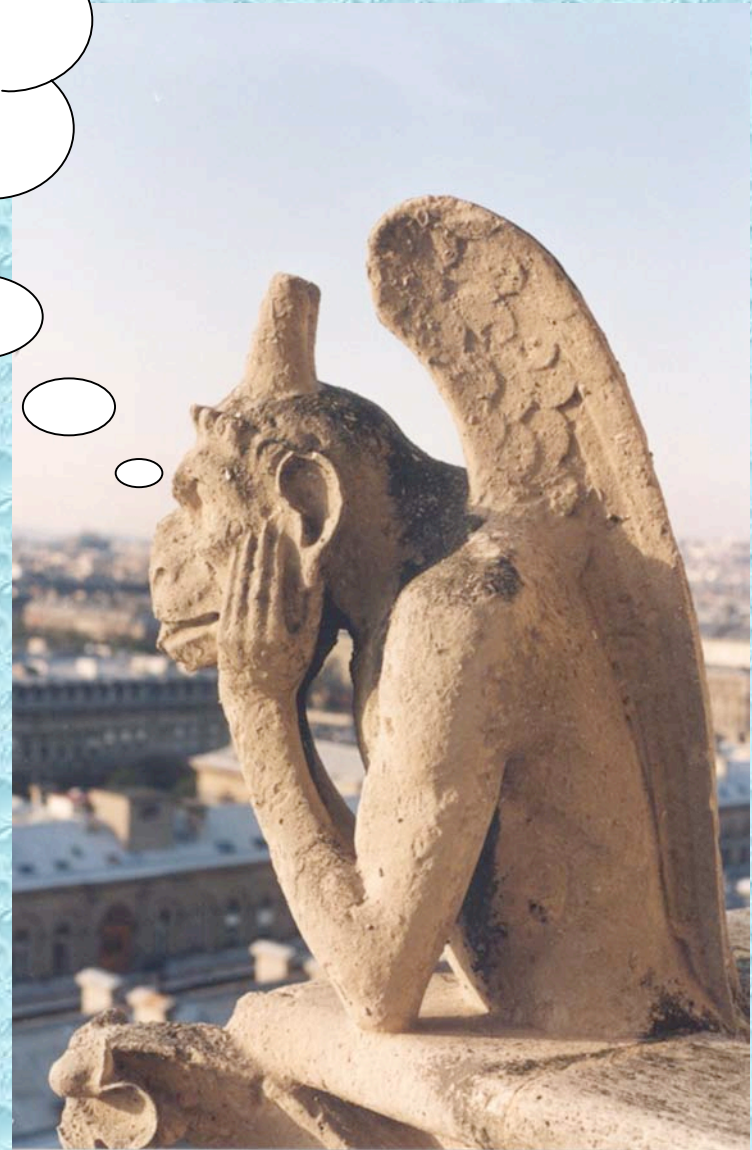
What needs to be included?

- Procedures for:
 - Evacuation
 - Mitigating various types of emergencies
 - Responding to various types of emergencies
 - Salvaging artifacts

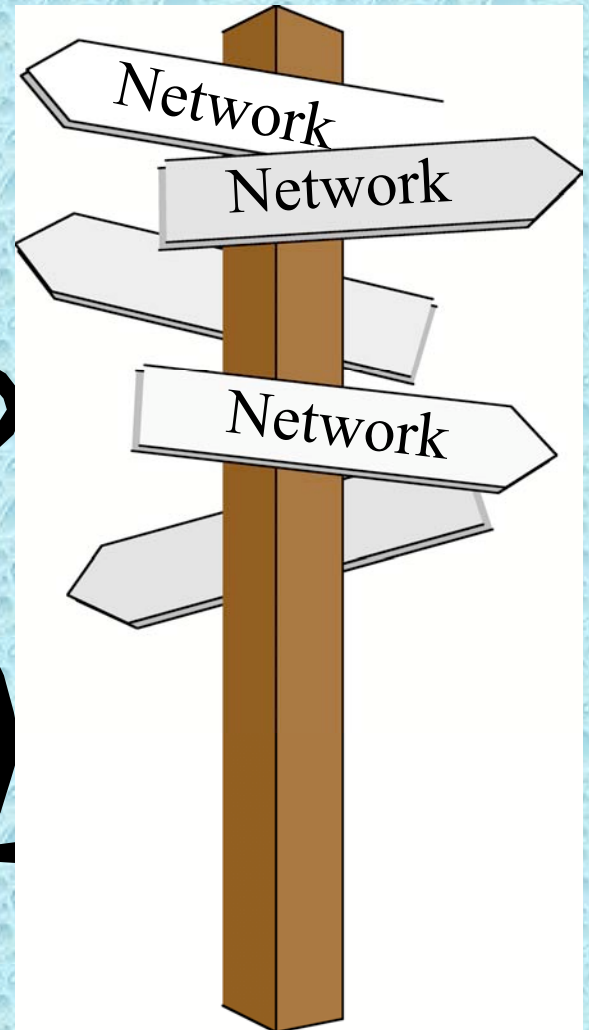


What needs to be included?

- Key telephone numbers
- Inventory and priority list
- List of equipment and supplies
- Access to emergency funding
- Alternate site



“One of the simplest ways to ensure help will be available in the event of a major disaster is to develop an emergency response network within your local community. The goal of such a network is to enable its members to pool together their human and material resources to overcome a crisis.” Michael O’Malley





What makes a good Emergency Preparedness Plan?

- Written
- Portable
- Accessible
- Practical, Effective, Efficient
- Clear, Concise, Simple
- Flexible, Revisable
- Comprehensive, Relevant
- Supported by Management

DO'S AND DON'TS

- **DON'TS**

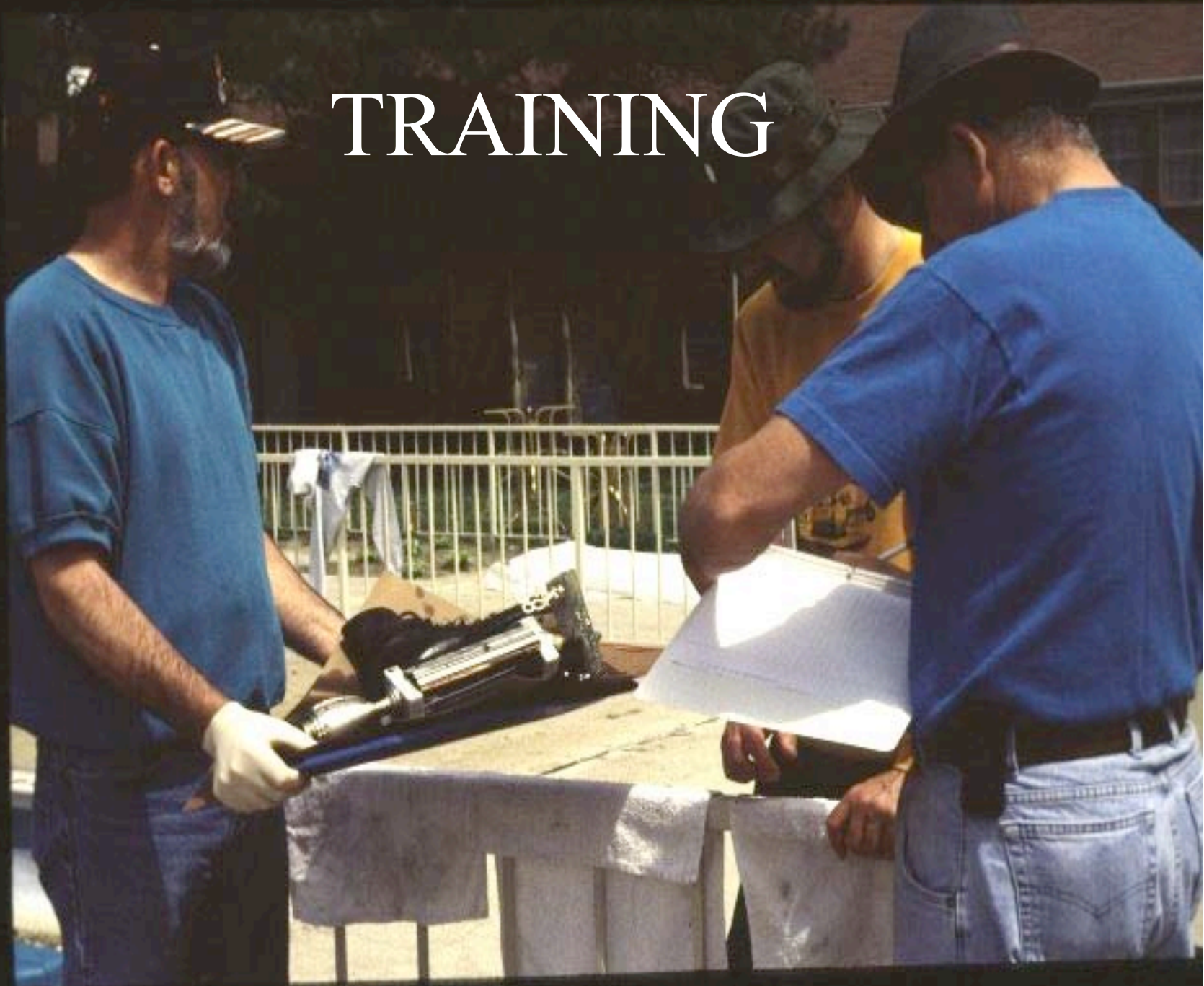
- Bury important information
- Staple pages together
- Use spiral bindings
- Ignore security information
- Be too general
- Waffle or philosophize!

DO'S AND DON'TS

- **DO**

- Use ring binders
- Use coloured cover
- Make waterproof copies
- Separate each section:
 - Use colour code for each section
 - Use tabs
 - Use primary and secondary headings
- Use footers/headers
- Include a Table of Contents
- Date it
- Identify who prepared/revised it
- Include procedures for all known eventualities
- Keep copies offsite

TRAINING



Training options

- Hands on
- Demonstration
- Scenario-based
 - with role-playing
- Table-top exercises
- Training video



- Hazard ID
- Prevention
- Mitigation

PLANNING

POST-DISASTER

Risk Management

EMERGENCY

Salvage priorities

PREPAREDNESS

PROCESS

Emergency Response Team

Resources

Writing the plan

RESPONSE

Salvage

