

# Planning for Your Disaster and the Aftermath

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# What is a Disaster?

- The Obvious – Fire, Flood, Earthquake, and Storm.
  - Usually have advanced notice to allow for some sort of preemptive action.

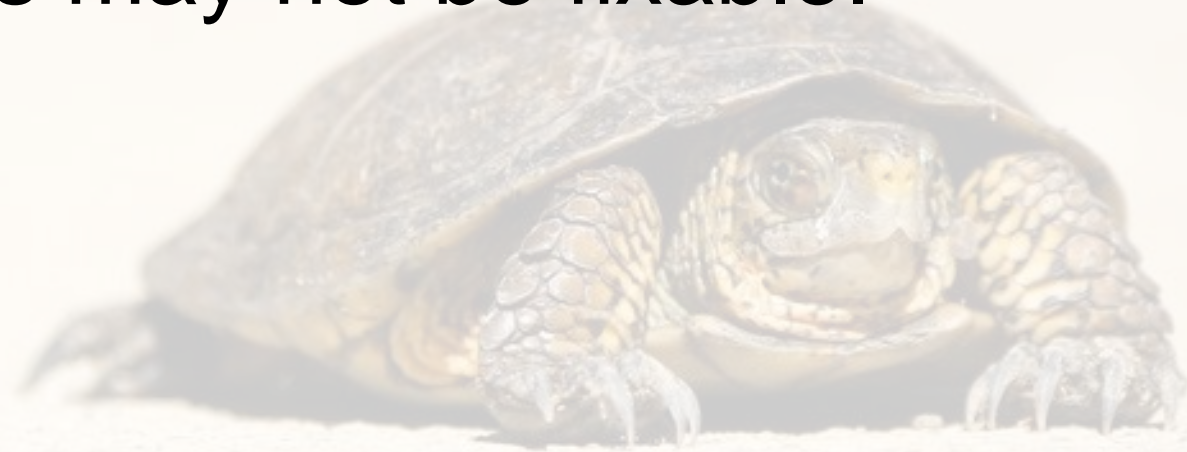
# What is a Disaster?

- The Unexpected – Vandalism, Structural and System Failure.
  - Can be devastating, but often localized.



# What is a Disaster?

- The Hidden – Environmental Conditions and Other Intrusions.
  - Slow and usually undetected, can be local or systemic, and may be mitigated if discovered. Some factors may not be fixable.



Depository Library Council  
Spring 2018  
Virtual Meeting

#DLCVirtual18

April 18-20/2018



LEGAL REQUIREMENTS  
& PROGRAM REGULATIONS

*of the*



Federal Depository  
Library Program

February 2018

U.S. Government Publishing Office  
Office of the Superintendent of Documents

Supersedes Federal Depository Library  
Legal Requirements, 2011

## Legal Requirements of the FDLP – “Physical Facilities and Maintenance of the Collection”

Sections 20, 28 and 29

[fdlp.gov/requirements-guidance/legal-requirements](https://fdlp.gov/requirements-guidance/legal-requirements)

# Other Considerations for Your Plan

- **Pre-planning considerations**
  - Is your plan approved by Administration? Is it integrated into the overall disaster plan?
  - How much space do you have to evacuate materials? Do you have priorities or a hierarchy for evacuation, preservation or replacement?



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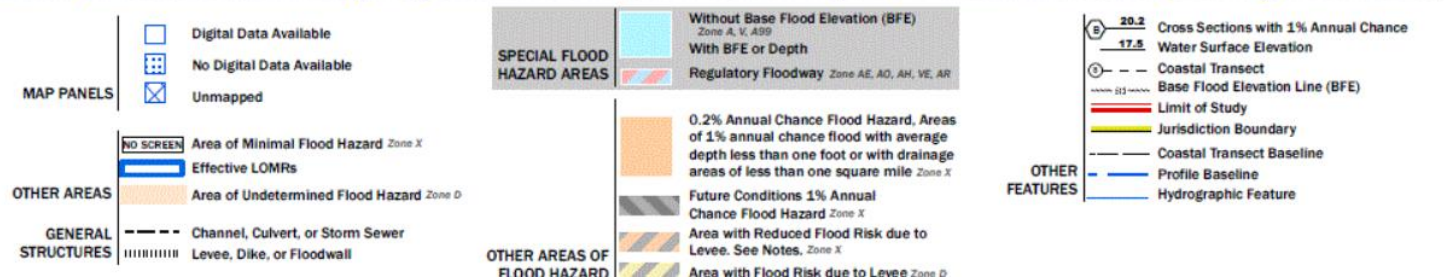
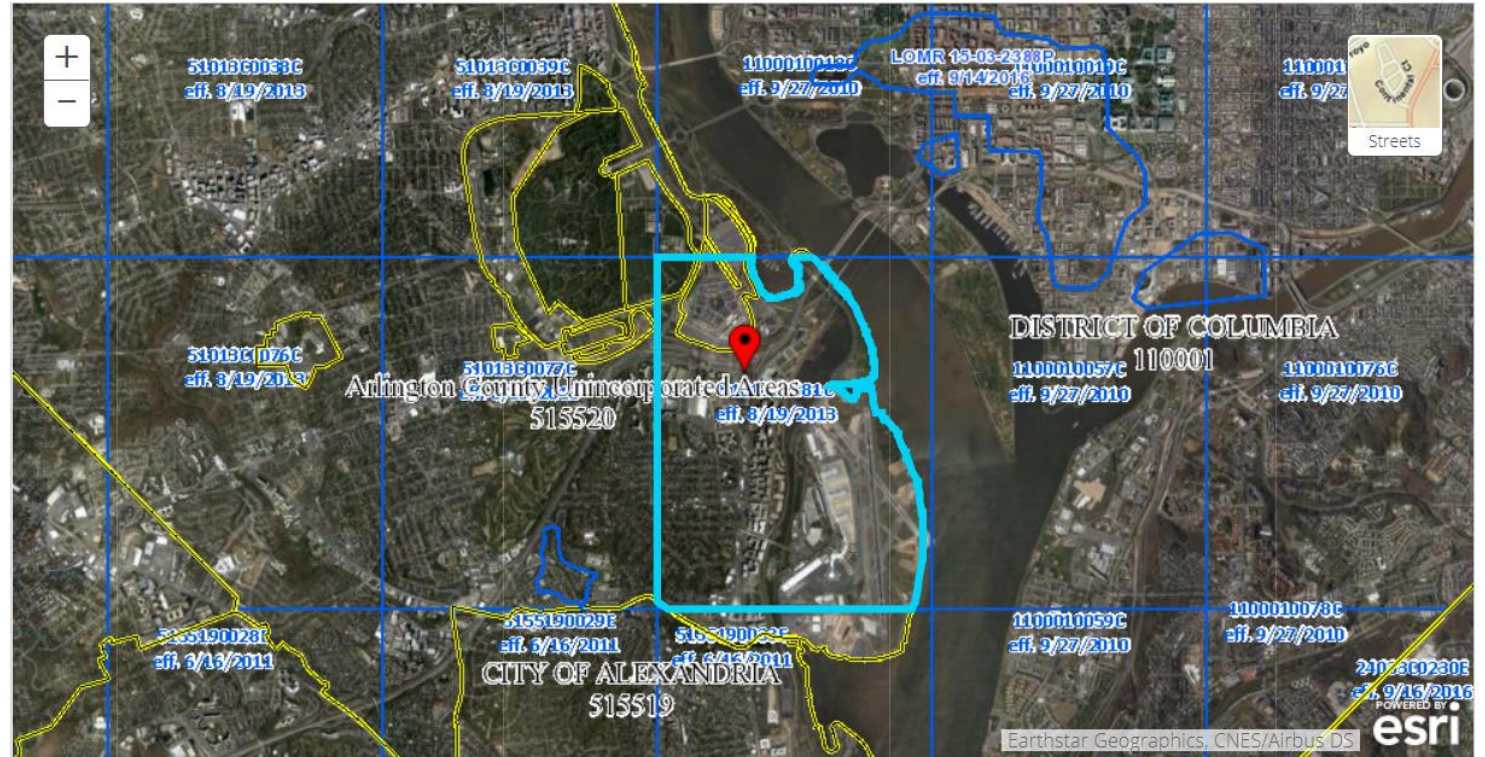
You can choose a new flood map or move the location pin by selecting a different location on the locator map below or by entering a new location in the search field above. NOTE: Please be sure to enable popups for this site.



# FEMA

## Information Specific to Your Area

- Are you in a flood zone
- Will your location be accessible immediately or will it be difficult to return to your building



# Other Considerations for Your Plan

- **Other Groups and Agencies**
  - Other depository libraries with which evacuation of materials could be coordinated with one library evacuating some materials and the other library responsible for different materials
  - Are there local groups willing to volunteer for clean up duties



# The Tangible Collection

- Can you move or protect all or part of your collection? Which part?
- Establish priorities for evacuation, preservation, remediation, or replacement.
- Replacement – GPO or commercial? Tangible or electronic? Administration support and budgets.
- Consider which parts of your tangible collection are hardest to replace such as historical materials which relate to your area

# Services

- Plan for continuation of operations and access to the collection.
  - Inform GPO and your regional of your status and plans.
  - Be aware that in a widespread disaster, there may not be a nearby depository to take over your operations
- Additional services to the community to cope with disaster conditions.
  - Information handouts with contact and other information for relief.
  - Internet access, if possible.
  - Offer information and handouts at local shelters and food distribution points

# Other Resources

- Check [FDLP.gov](http://FDLP.gov) for requirements and guidance on depository operations.
- Disaster preparedness and response
- [Ready.gov](http://Ready.gov), [NOAA.gov](http://NOAA.gov) and [NHC.NOAA.gov](http://NHC.NOAA.gov), [weather.gov](http://weather.gov), [usgs.gov](http://usgs.gov) and others.
- Brown, Karen E., "Worksheet for Outlining a Disaster Plan" in *Preservation of Library & Archival Materials* (Andover, MA: Northeast Document Conservation Center, 1999)
- Morris, John. *The Library Disaster Preparedness Handbook*. Chicago: American Library Association, 1986.