



Emergency Preparedness for Libraries

Julie Todaro

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Despite the volumes of information they contain, few libraries, whose population at any given moment is as unpredictable as the weather, know how to prepare for, endure, and survive a disaster, whether natural or man-made, and even fewer put their know-how to paper. *Emergency Preparedness for Libraries* provides library management with a comprehensive guide to planning and executing emergency procedures.

Based, in part, on an emergency preparedness seminar the author has presented for the American Library Association, *Emergency Preparedness for Libraries* provides library personnel with detailed instructions for protecting staff, patrons, and the facilities themselves, including

- Steps to take now, before disaster strikes
- People and procedures to include in an emergency/disaster action plan
- Practical ways to turn written plans into an instinctual team response
- Safety considerations to take into account when caring for people on-site during an emergency
- Information to provide to the umbrella organization and the media after a disaster
- Key things to do the first few days after an event
- Tips for getting back to business

In addition, the author examines possible scenarios and provides step-by-step solutions for all types of libraries?academic, school, public, and special?and all types of disruptions, including floods, fires, civil disturbances, and theft.

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