

## DEVELOP YOUR DISASTER PLAN

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Disaster Planning and Risk Analysis

*Speakers:*

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1. People safety first
2. Create emergency contact list (communication tree)
3. Create emergency response retainer form (vendors who will respond in emergency)
4. Create a priority removal list (which artwork removed first)
5. On-site training/handling of damaged items
6. Write up the plan
7. Dry-run of plan implementation

*Book:*

[Field Guide to Emergency Response: A Vital Tool for Cultural Institutions](#)  
Produced by Heritage Preservation

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