



MayDay 2009

This May, take at least one of the following steps to prepare your organisation for disaster response:

- Dust off your counter-disaster plan and make sure it's up to date (or make a timeline for developing one).
- Download and use a copy of *Be Prepared* – guidelines for writing a disaster preparedness plan: http://www.collectionsaustralia.net/sector_info_item/2
- Update your staff contact information.
- Identify and prioritise your important collection items and heritage sites.
- Identify the three biggest risks to your collection or heritage site.
- Get to know your local firefighters and police – invite them to tour your organisation to give you pointers on safety and preparedness.
- Conduct a building evacuation drill and evaluate the results.
- Eliminate hazards such as storage in hallways, blocked fire exits, improper storage of paints, etc.
- Make a plan to install any needed safety systems.
- Find a 'partner' heritage organisation to work with in case of a disaster. A model for collaboration is DIS-ACT: <http://www.anbg.gov.au/disact/>
- Provide staff with easily accessible disaster preparedness, response and recovery information.
- Arrange or attend emergency response training days on firefighting, crowd control, flood water management etc., or a workshop on disaster preparedness for collections.
- Host a morning tea to raise funds for the Red Cross Disaster Preparedness Appeal: http://www.redcross.org.au/howyoucanhelp_appeals_disasterpreparedness.htm
- Consider the protection offered by your storage facilities – and plan to build safer repositories.
- Via Blue Shield Australia's website, share with the cultural heritage sector any lessons your organisation has learned from recent disasters.

Promote **MayDay** to your colleagues by posting this flier on notice boards in your organisation, and by discussing with colleagues what you will do to mark MayDay on 1 May 2009, and throughout the month of May.

Contact Blue Shield Australia via the Collections Council in mid-April to request a media kit for promoting your MayDay activity: blueshield@collectionscouncil.com.au.

