



## MayDay 2016

This May, take at least one of the following steps to prepare your organisation for emergency prevention, preparedness, response and recovery.

- Dust off your counter-disaster plan and make sure it's current, or make a timeline for developing one, using *Be Prepared: Guidelines for writing a disaster preparedness plan*: <https://aiccm.org.au/disaster/disaster-planning>
- 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, police and SES – invite them to tour your organisation to give you pointers on safety and preparedness
- Find a 'partner' heritage organisation to work with in case of an emergency. A model for collaboration is DISACT: <http://www.anbg.gov.au/disact/>
- Arrange or participate in an emergency response training day on firefighting, crowd control, flood water management etc.
- Attend a course on business continuity planning, a conference on resilience, or a workshop on emergency preparedness
- Host a morning tea to raise funds for Blue Shield Australia
- Consider the protection offered by your storage facilities – and plan to build safer repositories
- Familiarise yourself with Blue Shield Australia's webpages – particularly the Disaster management pages regarding emergency prevention & preparedness, plus response and recovery – and share the information with your colleagues

Promote MayDay to your colleagues by posting this flyer on your noticeboards and intranet, and facilitate discussion with colleagues about what you will do to mark MayDay on 1 May, and throughout the month.