International Training Activities
Emergency Preparedness and Response

Australia

- Workshop, 2003

Title: Workshop on Risk Management
From: 26 May 2003  To: 27 May 2003
City: Brisbane and Sydney
Organiser: CAVAL
Contact person: Eve Cornish
E-mail contact: evec@caval.edu.au
Address: CAVAL Collaborative Solutions
4 Park Drive
Bundoora, Vic. 3038
Tel. +61 3 9459 2722 - Fax +61 3 9459 2733
Description: The purpose of this workshop is an examination of risk analysis, mitigation and the application of the Australian/New Zealand standard and other tools, particularly in relation to libraries and other organisations whose services depend in part on collections.

- Workshop, 2001

Title: Workshop on Disaster Management and Recovery
From: 15 November 2001  To: 16 November 2001
Place: CAVAL, Caval Archive and Research Materials (CARM)
City: Bundoora
www: http://www.caval.edu.au
Organiser: CAVAL
Contact person: Eve Cornish
E-mail contact: evec@caval.edu.au
Address: CAVAL Collaborative Solutions
4 Park Drive
Bundoora, Vic. 3038
Tel. +61 3 9459 2722 - Fax +61 3 9459 2733
Description: The workshop features practical simulated library and archive disasters. Participants visited a disaster site, retrieved disaster struck library and archive materials and equipment, decided what action should be taken, set up an air drying process, learned how to compile a disaster response manual and how to manage disaster recovery effectively.
Brunei

- **Workshop, 1998**

**Title:** Emergency Planning and Disaster Management for ASEAN Museums and Heritage Institutions  
**From:** 6 December 1998  **To:** 11 December 1998  
**City:** Bandar Seri Begawan  
**Organiser:** Association of Southeast Asian Nations (ASEAN)  
**www:** http://www.aseansec.org  
**Contact person:** Bantong Antaran  
**E-mail contact:** bmddir@brunet.bn  
**Address:**  
Ministry of Foreign Affairs  
Jalan Subock  
Bandar Seri Begawan  
Tel. +673 2 22 37 27 - Fax +673 2 24 27 27  
**Description:** This workshop discussed the types of emergencies and disaster problems that librarians and museums might encounter. It aimed specifically at training participants in the fundamental principles of emergency planning, formulation and implementation, establishing the broad principle of emergency planning in museum heritage institutions in ASEAN member countries.

France

- **Workshop, 2004**

**Title:** Risk Management Information Day and Demonstration  
**Date:** 10 June 2004  
**City:** Draguignan  
**www:** http://www.remifor.org  
**Organiser:** Réseau Européen Méditerranée d'Information et de Formation (REMFOR)  
**Contact person:** Carole Yver (Heritage co-ordinator)  
**E-mail contact:** yvrc@club-internet.fr  
**Address contact:**  
ARPE  
199, rue du combat  
83300 Draguignan  
Tel. +33 4 94 47 27 80  
**Address:**  
247, rue Jean Aicard  
83300 Draguignan  
Tel. +33 4 94 50 12 75 - Fax +33 4 94 68 77 03  
**Description:** Presentation and assessment of a software programme for risk management. The day focused on the «Heritage» Web page presentation and rescue services, such as fire brigade and police. A practical glossary for the software programme is being developed and actions scheduled for coming months.
Italy

- Course, 2005

Title: Preventive Conservation: Reducing Risks to Collections  
From: 6 June 2005 To: 24 June 2005  
Place: ICCROM (International Centre for the Study of the Preservation and Restoration of Cultural Property)  
City: Rome  
Organiser: ICCROM and CCI (Canadian Conservation Institute) in collaboration with the CNM (Canadian Museum of Nature) and the ICN (Netherlands Institute for Cultural Heritage)  
Contact person: Mrs Catherine Antomarchi  
E-mail contact: preventiveconservation05@iccrom.org  
Address:  
ICCROM  
13, via di San Michele  
l-00153 Roma  
Tel. +39 06 58 55 31 - Fax +39 06 58 55 33 49  
Description: The purpose of the course is to discuss and practice the risk management approach to conservation of collections. Risk management can be understood not only as the management of rare catastrophes, but also the management of slow continental hazards, expected damages and everything between. It becomes an integrated view of all expected damages and losses to collections. The course will review the risk management concept and its various current interpretations and applications in the field of cultural heritage. Participants will be introduced to a practical method to carry out a risk assessment survey for collections in museums and archives. The course will also examine recent research that is critical to better estimates of risk, and thus to establishing priorities. Special focus will be given to dynamic and high-risk situations such as travelling exhibitions.

Japan

- Workshop, 2004

Title: Disaster Mitigation for Urban Cultural Heritage  
Date: 23 March 2004  
Place: Ritsumeikan University  
City: Kyoto  
www: http://www.ritsumei.ac.jp/se/rv/coe/information-e.html  
Organiser: Ritsumeikan University  
Contact persons: Prof. Masatake Murahashi and Prof. Akihisa Yoshikoshi  
E-mail contact: rka23018@se.ritsumei.ac.jp  
Address:  
Office of Civil and Environmental Engineering  
Ritsumeikan University  
1-1-1 Noji-Higashi, Kusatsu  
Shiga 525-8577  
Tel. +81 77 561 2739 - Fax +81 77 561 2667  
Description: Within the framework of the Research Centre for Urban Cultural Disaster Mitigation based in Kyoto, a workshop was organised focusing on risk preparedness for cultural heritage and covering planning activities for protecting this heritage from natural disasters in Japan.
Mexico

- **INTERNATIONAL COURSE, 2003**

**Title:** International course on Protección del Patrimonio Cultural en Caso de Desastres  
**From:** 12 May 2003  
**To:** 18 May 2003  
**Place:** Hotel Los Aluxes  
**City:** Mérida (Yucatán)  
**www:** http://transparencia.inah.gob.mx/directorio.php  
**Organiser:** Instituto Nacional de Antropología e Historia  
**Contact person:** Vicente Flores Arias  
**E-mail contact:** coordinacion.cnmh@inah.gob.mx  
**Address:**  
INAH  
Coordinación Nacional de Monumentos Históricos  
Correo Mayor No.11, Col. Centro Cuauhtemoc, Distrito Federal, CP 06060  
Tel. +52 55 42 56 31 - Fax +52 55 42 56 63  
**Description:** The main purpose was to discuss preparedness and response strategies in order to deal with natural disasters such as flooding, volcanic eruptions and hurricanes. The objective was to devise a global method for civil prevention and emergency plans through case studies and visits. In this framework, several institutions from Latin America were invited to explain their local experience.

Spain

- **DISTANCE LEARNING COURSE, 2002**

**Title:** Prevención de Riesgos en la Intervención del Patrimonio  
**From:** 25 April 2002  
**To:** 24 May 2002  
**Place:** Instituto Andaluz del Patrimonio Histórico  
**City:** Seville  
**www:** http://www.juntadeandalucia.es/cultura/iaph/  
**Organiser:** Instituto Andaluz del Patrimonio Histórico  
**Contact person:** Antonio López Román  
**E-mail contact:** cursos.iaph.ccul@juntadeandalucia.es  
**Address:**  
Instituto Andaluz del Patrimonio Histórico  
Departamento de Formación y Comunicación  
Isla de la Cartuja, 41092 Sevilla  
Tel. +34 955 037 047 - Fax +34 955 037 001  
**Description:** This one-month course used new technology (Internet) to train professionals in cultural institutions concerned by risk management. This e-learning course focused on emergency management, legislation, dangerous substances, security information networks, controls, physical and biological risks, fire, waste management, security and hygiene.
United Kingdom

- Course, 2003

Title: Course on Disasters and Housekeeping: Surviving a Disaster
From: 15 December 2003 To: 17 December 2003
Place: University of College London
City: London
www: http://www.ucl.ac.uk/sustainableheritage/
Organiser: University College London
Contact person: Sophia Mouzouropoulos
E-mail contact: s.mouzouropoulos@ucl.ac.uk
Address:
University College London
Centre for Sustainable Heritage
Bartlett School of Graduate Studies
Torrington Place Site
Gower Street
London WC1E 6BT
Tel. +44 20 679 5903
Description: This highly-rated course gave applicants comprehensive knowledge of housekeeping principles and their practical applications using the historic rooms and collections at an English Heritage property. The main purpose of this course was to set up a salvage operation from scratch, rescue newly fire and water-damaged collections in an environment designed to be as realistic as possible, to maintain a disaster plan and to keep it relevant.

- Workshop, 2002

Title: Workshop on Disaster Management
Date: 16 May 2002
Place: University of Dundee
City: Dundee (Scotland)
Organiser: University of Dundee
Contact person: Helen Holden
E-mail contact: h.holden@dundee.ac.uk
Address:
University of Dundee
Library Conservation Unit
Dundee DD1 4HN, Scotland
Tel./Fax +44 13 82 34 40 94

- Seminar, 2000

Title: Disaster Management
Date: 23 May 2000
Place: Conference Centre, British Library
City: London
www: http://www.bl.uk/services/conference.html
Organiser: The British Library
Contact person: Belinda Sanderson
E-mail contact: belinda.sanderson@bl.uk
Address:
National Preservation Office
The British Library
96 Euston Road
London NW1 2DB
Tel. +44 20 74 12 77 24 - Fax +44 20 74 12 77 96

Description: The aim of the seminar was to look at different ways of approaching disaster management, focusing on co-operative and cross-sectored management of resources. Increasingly, institutions are planning through collaboration, whether regionally, nationally or internationally. These programmes are backed by a wealth of shared information which is frequently Web-based.

United States (the)

- Course, 2004

Title: Emergency Preparedness, Response and Recovery
Date: Available on request
Place: Amigos Organisation
City: Dallas, Texas
www: http://www.amigos.org/learning/catalog/
Organiser: Amigos Organisation
Contact person: Shelby Sanette
E-mail contact: sanett@amigos.org

Address:
Amigos Organisation
14400 Midway Road
Dallas, Texas 75244-3509
Tel. +1 800 843 8482; +1 972 851 8000 - Fax +1 972 991 6061

Description: This two-day workshop helps participants prepare for and limit various types of damage through risk assessment, disaster planning, and recovery procedures. Several disaster plans are provided as models, and each institution creates a framework for its own plan. Day One focuses on identifying hazards and developing the disaster plan and is intended for current or potential disaster team leaders. Day Two addresses response and recovery, including hands-on salvage activities.

- Workshop, 2004

Title: Disaster Mitigation for Cultural Collections: Risk Assessment and Crisis Communication
Date: 8 October 2004
Place: Central Library
City: Portland, Oregon
www: http://www.ccaha.org/workshop.html#vuln
Organiser: Conservation Center for Art and Historic Artifacts (CCAHA)
Co-sponsor: Portland Area Library System (PORTALS) and OCLC Western Service Center, Digital and Preservation Service Program
Contact persons: Julie Page and Michael Smith
E-mail contact: ccaha@ccaha.org

Address:
US Bank Room
Central Library
Multnomah Country Library
801 SW 10th Avenue
Portland, OR 97205
Description: In the workshop, participants learn how to conduct a vulnerability analysis and risk assessment to evaluate the types of emergencies that might affect their institution and its collections. The evaluation will help institutions develop effective strategies to minimise the likelihood of a disaster. A crisis communications expert addresses public relations strategies for emergency situations.

- WORKSHOP, 2004

Title: Hurricane Preparedness: Surviving the Big One
Date: 23 September 2004
Place: Regent University Library
City: Virginia Beach, Virginia
www: http://www.solinet.net/workshops/workshopdesc.cfm
Organiser: SOLINET
E-mail contact: sanett@amigos.org
Address:
Solinet
1438 West Peachtree Street NW
Suite 200
Atlanta, Georgia
Tel. +1 800 999 8558 - Fax +1 404 892 7879
Description: There are steps that can be taken before the storm hits to increase the chances of survival and minimise devastating damage. There are also steps that can be taken after the storm has passed that can accelerate recovery and minimise loss of collections. The one-day workshop focuses on the following: the nature of hurricanes, survival, general issues for developing a disaster plan, making your institution more storm-proof, activities before, during and after the storm.

- COURSE, 2004

Title: Assessing Risks to Your Collection
Date: 9 June 2004
Place: Hilton Portland
City: Portland, Oregon
www: http://www.aic.stanford.edu
Organiser: American Institute for Conservation of Historic and Artistic Works
Contact person: Eric Pourchot
E-mail contact: epourchot@aic-faic.org
Address:
1717 K Street NW, Suite 200
Washington, D.C. 20006
Tel. +1 202 452 9545 - Fax +1 202 452 9328
Description: This workshop offers a method of assessing risks to collections in a team-based format. Participants learnt to identify the risks to which collections are exposed, which agents are responsible, and how types of risks differ; they assess the relative importance of risks and understand how risk assessment can be used to set institutional priorities for conservation. The workshop is a highly interactive training session including both technical and practical components and with participants playing an important part. Ideas are explored through lectures, demonstrations, brainstorming in small groups, assembling of ideas, presentation, and discussion.
- COURSE, 2004

Title: Course on Health and Safety in Museums  
From: 19 May 2004 To: 2 July 2004  
Place: George Washington University  
City: Washington, D.C.  
www: http://www.gwu.edu  
Organiser: George Washington University  
Contact person: David Goldsmith  
E-mail contact: eohdfg@gwumc.edu  
Contact person: Catharine Hawks  
E-mail contact: cahawks@aol.com  
Address:  
TBA in Ross Hall  
George Washington University Campus  
2121 Eye Street, N.W.  
Washington, D.C. 20052  
Tel./Fax +1 703 876 9272  

Description: This course was divided into six weeks and two sessions. The first session focused on an overview of museum occupations, workforces, museum terminology, museum facilities, health and safety hazards in museum, toxicology, the safety programme and hazards communication standards. The second one dealt with health hazard control, role of monitoring and surveillance, disaster planning and fire protection. The course was completed by visits of local museums.

- E-LEARNING TRAINING, 2004

Title: Developing a Disaster Plan (Web-based Training)  
Dates: 20 April 2004 (Follow-up sessions on May 11 and June 1, 2004)  
www: http://solinet.net  
Organiser: SOLINET  
Contact person: Tina Mason  
E-mail contact: tmason@solinet.net  
Address:  
Solinet  
1438 West Peachtree Street NW  
Suite 200  
Atlanta, Georgia  
Tel. +1 800 999 8558 - Fax +1 404 892 7879  

Description: This class guides participants through the development of a written disaster plan. This Web-based workshop is designed to support the work of an institution's disaster planning committee. The modules cover: establishment of a planning structure, information gathering, including risk assessment and resource list development, setting recovery priorities, an overview of recovery procedures, plan development and working with disaster recovery vendors.

- WORKSHOP, 2004

Title: Disaster Mitigation for Cultural Collections  
From: 19 April 2004  
To: 21 April 2004  
Place: Museum of Modern Art  
City: San Francisco, California  
www: http://cpc.stanford.edu/about/events.html  
http://www.ccaha.org
Organiser: Conservation Center for Art and Historic Artefacts (CCAHA)
Contact person: Julie A. Page
E-mail contact: jpage@ucsd.edu and ccaha@ccaha.org
Address:
Preservation Department - Geisel Library
University of California, San Diego
9500 Gilman Dr. 075N
La Jolla, CA 92093-0175
Tel. +1 858 534 7695 - Fax +1 215 735 9313
Description: Disaster planning prepares institutions to respond quickly to emergencies. Disaster mitigation, or the ability to identify risks and halt some emergencies from happening, should always play a key role in an institution’s emergency preparedness and planning effort. In addition to large scale emergencies, institutions should be aware of the danger to their collections from roof leaks, pest infestation, mould blooms, theft, and fire.
This disaster mitigation workshop series provides tools for assessing an institution’s vulnerability to disaster; evaluating fire prevention, detection, and suppression strategies; determining security risks; and assessing health and safety factors related to disaster.

- **SEMINAR, 2004**

Title: Disaster Preparedness
From: 15 March 2004 To: 16 March 2004
Place: The National Cowboy and Western Heritage Museum
City: Oklahoma City, Oklahoma
www: http://www.okmuseums.org
Organiser: Oklahoma Museums Association
E-mail contact: sodaniel@okmuseums.org
Address:
Oklahoma Museums Association
2100 NE 52nd Street
Oklahoma City OK 73111
Tel. +1 405 424 7757
Description: The seminar is divided into two parts, the first was about the bare bones of disaster planning and the second about post-disaster response. Focused topics involved situation evaluation, damage assessment, media destruction, health and safety issues, and salvage techniques.

- **WORKSHOP, 2004**

Title: Protecting Library Collections: Emergency Preparedness, Response and Recovery
Dates: 9 and 16 March 2004; 4 and 11 May 2004
Place: Cerritos Public Library and Stanislaus County Library-Salida Branch
City: Los Angeles and Modesto, California
www: http://cpc.stanford.edu/about/events.html
Organiser: California Preservation Clearinghouse
Contact person: Pam Alger
E-mail contact: mclshq@mcls.org
Contact person: Darla Gunning
E-mail contact: djg.499@usa.net
Tel. +1 626 683 8244; +1 209 937 8630
Description: This course is the follow-up to the 2002 workshop and is divided into two parts. The first one covered «Planning and Response» and the second one «Recovery and Training» held in different places around California. The purposes of this series of workshops were: to write or update a library emergency plan; use practical decision-making skills during an emergency; conduct an assessment of the buildings; set post-disaster action priorities for the library; pack and air-dry wet books, deal with AV computer media and work with emergency response service providers and the media.

- DISTANCE LEARNING COURSE, 2004

Title: Distance Learning Course on Disaster Planning
Dates: 18 February 2004 (Follow-up sessions on March 10 and March 31, 2004)
www: http://solinet.net
Organiser: SOLINET
Contact person: Vanessa Richardson
E-mail contact: vrichardson@solinet.net
Address:
Solinet
1438 West Peachtree Street NW
Suite 200
Atlanta, Georgia
Tel. +1 800 999 8558
Description: This class guides participants through the development of a written disaster plan. This Web-based workshop is designed to support the work of an institution’s disaster planning committee. The modules cover: establishment of a planning structure, information gathering, including risk assessment and resource list development, setting recovery priorities, an overview of recovery procedures, plan development and working with disaster recovery vendors.

- WORKSHOP, 2003

Title: Disaster Response: Salvaging Museum, Library, and Archival Materials
Dates: 7-8 August; 11-12 August; 25-26 August 2003 and 4-5 September; 15-16 September 2003
Place: State Historical Society of North Dakota; South Dakota Art Museum; Milwaukee Public Museum; Minneapolis Institute of Arts and University of Iowa
City: Bismarck, Brookings, Milwaukee, Minnesota and Iowa city
www: http://www.preserveart.org/wkshps/workshops.html
Organiser: Upper Midwest Conservation Association
Contact person: Melinda Markell
E-mail contact: umca@aol.com
Address:
Upper Midwest Conservation Association
2400 Third Avenue South
Minneapolis, MN 55404
Tel. +1 612 870 3120 - Fax +1 612 870 3118
Description: The workshop trains participants to successfully and safely overcome disasters to their collections. It focuses on the salvage aspects of disaster response. Participants worked with objects representing different types of disasters and learned the hands-on technique for proper salvage.

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- COURSE, 2002

Title: Introduction to Health and Safety in Museums  
From: 9 July 2002  To: 15 August 2002  
Place: George Washington University  
City: Washington, D.C.  
www: http://www.gwu.edu  
Organiser: George Washington University  
Contact person: David Goldsmith  
E-mail contact: eohdfg@gwumc.edu  
Contact person: Catharine Hawks  
E-mail contact: cahawks@aol.com  
Address: TBA in Ross Hall  
George Washington University Campus  
2121 Eye Street, N.W.  
Washington, D.C. 20052  
Tel./Fax +1 703 876 9272  
Description: The purposes of this course were: to describe the major health and safety issues in museums and related institutions relative to employees, volunteers and visitors; to identify major health and safety hazards that might be encountered in museum operations (exhibit preparation, collection management and care, research, and interpretative programming); to provide state of the art occupational safety and health management for museums; to provide an understanding of the pertinent regulations and the role of regulatory agencies in ensuring safety in museums; to identify procedures to improve public safety and staff emergency response in museums; to describe methods of controlling museum hazards and preventing occupational and environmental health effects, including occupational safety, fire prevention, electrical safety, machine guarding, local exhaust, ventilation, hazardous waste handling, and personal protection equipment.

- WORKSHOP, 2002

Title: Protection Library Collections: Emergency Preparedness, Response and Recovery  
Dates: 2, 7, 9, 15 May 2002 and 22 August 2002  
Place: Foster Library; Sacramento Public Library; Shasta Public Library and Fresno County Library  
City: Ventura, Sacramento, Redding, Fresno  
www: http://cpc.stanford.edu/about/index.html  
Organiser: California Preservation Clearinghouse  
Contact person: Julie A. Page  
E-mail contact: jpage@ucsd.edu  
Address: Preservation Department - Geisel Library  
University of California, San Diego  
9500 Gilman Dr. 075N  
La Jolla, CA 92093-0175  
Tel. +1 858 534 7695
Description: This course is divided into two parts. The first one covered «Planning and Response» and the second one «Recovery and Training» held in different places around California. The purposes of this series of workshops were: to write or update a library emergency plan; use practical decision-making skills during an emergency; conduct an assessment of the buildings; set post-disaster action priorities for the library; pack and air-dry wet books, deal with AV computer media, and use a fire extinguisher.

- WORKSHOP, 2001

Title: Disaster Response: The Critical First 48 Hours
Dates: August 9-10; August 13-14; August 16-17; August 20-21 and August 23-24, 2001
Place: Milwaukee Public Museum; Mount Rushmore; North Dakota Historical Society; Blanden Memorial Art Museum and Minnesota Historical Society
City: Milwaukee; Keystone; Bismarck; Fort Dodge and St. Paul
www: http://www.preserveart.org/wkshps/workshops.html
Organiser: Upper Midwest Conservation Association
Contact person: Melinda Markell
E-mail contact: umca@aol.com
Address: Upper Midwest Conservation Association
2400 Third Avenue South
Minneapolis, MN 5504
Tel. +1 612 870 3128; +1 612 870 3128 - Fax +1 612 870 3118
Description: This workshop covered all aspects of disaster response in the critical 48 hours after a disaster occurs. Topics covered include health and safety, insurance, working with FEMA, setting up a disaster response team, using a disaster preparedness plan, identifying local resources, establishing a disaster response equipment and material cache, documenting a disaster and recovery efforts, and team building exercises including a practical disaster response scenario.

- FORUM, 2001

Title: Risk Management and Assessments of Natural Hazards. Toward a Safer America: Building Natural Hazard Resistant Communities through Risk
From: 5 February 2001  To: 6 February 2001
Place: Hotel Washington
City: Washington, D.C.
Organiser: US Government
Description: The purpose of this forum was to assess the state of risk assessment and management for natural hazards. To do this, federal research, applications, services, implementations, and public outreach programmes were reviewed.
Other

- **VIRTUAL FORUM, 2004**

**Title:** Building Capacities in Disaster Response  
**Date:** 7 April 2004  
**Place:** Internet  
**www:** [http://www.forum.aidworkers.net/exchange/20040407.html](http://www.forum.aidworkers.net/exchange/20040407.html)  
**Organiser:** Aid Workers Exchange  
**Contact person:** Mr. Phil Gelman  
**E-mail contact:** sphere-consultation@aidworkers.net  
**Description:** Aid Workers Exchange is a weekly knowledge-sharing bulletin for development and relief practitioners. It alternates between questions/responses and short articles. Disaster preparedness is an important element of relief and development work. Is it impossible to bring together the critical actors, governmental and non-governmental organisations, and communities for a coordinated response? Phil Gelman described one answer to the question, using the Sphere Project as a starting point to build a common platform.