

International Dairy-Deli-Bakery Association
 Source list for information on disaster planning.
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IDDBA
 P O Box 5528
 Madison, WI 53705
 608.310.5000
 www.iddba.org

Disaster Preparedness Organizations	Phone #	Web site
AARP Foundation	1-800-687-2277	www.aarp.org
Adventist Community Services (ACS)	1-877-ACS-2702	www.adventist.communityservices.org
AmeriCares	1-800-486-HELP	www.americares.org
American Disaster Reserve		www.disasterreserve.us
American Red Cross	1-800-435-7669	www.redcross.org
Association of State Floodplain Managers	1-608-274-0123	www.floods.org
Community Emergency Response Teams (CERT)	Local	Check local listings
Convoy of Hope	1-417-823-8998	www.convoyofhope.org
Direct Relief International	1-800-676-1638	www.directrelief.org
Disaster Center	1-907-248-8363	www.disastercenter.com
Disaster Information Network	No listing	www.cbsnews.com/digtaldan/disaster
Disaster News Network	1-888-384-3028	www.disasternews.net
Disaster Preparedness & Emergency Response Association (DERA)	No listing	www.disasters.org
FEMA	1-800-621-3362	www.fema.gov
Friendships Emergency Relief Effort	1-337-433-5022	www.friendships.org
International Hurricane Center	1-305-348-1607	www.ihrc.fiu.edu
Medical Teams International	1-503-624-1000	www.nwmedicalteams.org
National Earthquake Information Center (NEIC)	1-888-275-8747	earthquake.usgs.gov/regional/neic/
National Emergency Management Association (NEMA)	1-859-244-8000	www.nemaweb.org
National Emergency Response Team (NERT)	1-888-NERT-USA	www.nert-usa.org
National Interagency Fire Center (NIFC)	1-208-387-5512	www.nifc.gov
National Safety Council (NSC)	1-800-621-7619	www.nsc.org
Natural Hazards Center	1-303-492-6818	www.colorado.edu/hazards
Northwest Medical Teams International, Inc.	1-800-959-4325	www.nwmti.org
Operation Fresh Start	1-608-244-4721	www.operationfreshstart.org
Operation USA	1-800-678-7255	www.opusa.org
Partnership for Advancing Technology in Housing (PATH)	1-800-245-2691	www.pathnet.org
Rebuilding Together, Inc.	1-202-483-9083	www.rebuildingtogether.org
Salvation Army	1-800-SAL-ARMY	www.salvationarmy.org
Second Harvest - The Nation's Food Bank Network	1-800-771-2303	www.secondharvest.org
Volunteers of America	1-800-899-0089	www.voa.org
Other topics to search under:		
Surviving Disaster w/ Renewable Energy		
The Business Continuity Planning Guide		
U.S. EPA Green Communities – Natural Disasters		
<i>Numbers/sites subject to change</i>		<i>IDDBA 2006</i>

A Disaster Plan should cover the lines of authority and alternate scenarios if key people aren't available.

Plans will overlap but special provisions may be needed for different disasters: weather, epidemic, product tampering, product recall, terrorism, vandalism, civil disorder/strikes, corporate espionage, loss of sensitive or customer data, power outage, fire, business disruption, etc. The list below is not meant to be inclusive but a starter list. Your plan will fit your needs.

- * Back-up office space and computer systems?
- * Back-up systems and supplies.
- * Computer hackers.
- * Corporate espionage.
- * Corporate mismanagement/loss of image.
- * Do you have a plan for bad weather, bomb threats, civil disorder, violence or terrorist acts?
- * Do you have an emergency evacuation plan?
- * Do you have emergency supplies for your home? For your business? For your employees?
- * Do you keep it in a waterproof or fireproof container?
- * Does everyone know the plan? Have you practiced it?
- * Emergency services.
- * Financial records.
- * Fire/intrusion alarm procedures.
- * First response procedures.
- * How will you communicate?
- * How will you handle payroll?
- * Identity theft, loss of key account information
- * Insurance? Including business interruption insurance.
- * Is there a master list of personnel and emergency notification numbers. Is it updated?
- * Legal action/lawsuit.
- * Location of keys.
- * Necessary resources.
- * Product recall.
- * Product tampering.
- * Record-keeping forms.
- * Relocation, inventory, supplies, services, insurance, volunteers, prevention checklist.
- * Salvage, rehabilitation, and evacuation plans.
- * Staff and office relocation – temporary and permanent. How do you relocate them?
- * Succession planning.
- * Telephone tree for notifying key people.
- * What about a crisis command center?
- * What about emergency power sources? If you have electronic self-flushing toilets, will they work if the power goes out?
- * What about families of key emergency workers?
- * What about your security system?
- * What happens if there's an epidemic or terrorist attack?
- * What to do if you have advance warning or no warning.
- * Who will run the store?

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