



ALIA Disaster Scenarios for Staff Training Sessions

Look on our website for the **ALIA Guides to Disaster Planning, Response and Recovery** www.alia.org.au/disasterrecovery

1. Storm damage

It is the day after a savage storm has ripped through the centre of town causing extensive damage to buildings. You had been forewarned and the library had remained closed. The storm having passed, you are standing outside the library. Part of the roof has caved in. The structure is unsafe. The emergency services are fully occupied elsewhere and have cordoned off the building. What are the immediate steps you take?

At last the emergency services have declared the building structure safe to enter. A temporary cover has been put over the gaping hole in the roof. The clean up can now begin. How are you going to tackle it?

2. The great flood

Water begins gushing into your library from a burst water pipe. The library is open and there are a number of people browsing the shelves. The floor is quickly being soaked. What do you do?

3. Electrical failure

It's the middle of a busy, late afternoon session, when suddenly the lights go out; the PCs flicker and die; the printer stops mid-scan. How are you going to deal with the situation and with the annoyed library users?

4. After the bushfire

A bushfire has swept through the area. Homes have been destroyed and several lives lost. Your library has survived undamaged. It is the day after the worst of the fire. The emergency services are still fully occupied and people are appearing in town looking dazed, having fled the blaze. How are you going to help?

5. Violent threats

A man has been in the library for a little while, behaving strangely. Your staff and others in the library are concerned. The man appears to stumble and another library user reaches out to help. A knife appears and the user is stabbed in the arm. The assailant is standing in the middle of your library waving the knife around threatening anyone who comes near. What now?

Key questions

- Are the premises safe?
- Does anyone require medical attention?
- Can you salvage any of the contents?
- Who do you need to contact?
- What outside help might you need?
- How can you best help your community?
- What is your 'shopping list' of emergency items?

In any disaster situation

- Take a couple of minutes to think rationally about what is happening. Your brain needs time to catch up
- Put staff and visitors' safety first, before the building and contents
- If necessary evacuate the premises
- Get in touch with the people on your contact list
- Only return when the emergency services say it is safe to do so
- Record the event on camera
- Set up a control centre