

**Workshop on Disaster Planning and Emergency Response**  
**Speaker: Emma Dadson, Harwell Document Restoration Services**

**The Chester Beatty Library, Dublin Castle, Dublin 2**  
**Wednesday 2<sup>nd</sup> October 2013**  
**9.45am – 4pm**

This one day workshop is being organised by ICRI on behalf of The Council of National Cultural Institutions (CNCI), with the generous support of The Chester Beatty Library. It is aimed at those working within the museum, archive and heritage sector who are in the process of writing their Disaster Plan, however participants might also find it useful additional training when reviewing their existing Disaster Plan.

The workshop is designed to promote and support the **National Disaster Response Scheme** that has been established to assist museums, libraries and archives to immediately respond effectively following an emergency or incident involving water damage to collections. The scheme has been generously sponsored by the Council of National Cultural Institutions (CNCI) and is available to any museum, library, archive or cultural collection of national or local significance across the 32 counties. A number of essential and highly-specialised Disaster Response materials are available to handle water damage and mould remediation in the days immediately after a disaster. This includes water absorbent cushions and dehumidifiers to remove water and moisture from a flood or leak site; heavy duty blotting paper to dry wetted collections as well as essential hand tools and smaller useful items for salvaging mixed collections. For more details on the scheme contact [nciconservation@gmail.com](mailto:nciconservation@gmail.com)

**Emma Dadson** is a Director and the Divisional Manager of Harwell Document Restoration Services, the leading service provider of specialist salvage for the heritage sector the UK and Ireland. Emma has been providing training on emergency planning to the heritage and information services sectors for ten years. Emma was recently awarded the 'Business Continuity Consultant of the Year 2007' award at the Business Continuity Awards and is a former Chair of the British Damage Management Association. She holds an MA in Classics from Oxford University and is an accredited Disaster Recovery Technician of the BDMA.

**Harwell Document Restoration Services** is the UK and Ireland's leading provider of disaster recovery services for the heritage sector. Dealing with over 600 instructions for fire and flood damage annually, a quarter of which come from libraries, archives and museums who have retainers for emergency response, they have a unique perspective on the components of successful emergency plans. Recently they have been involved in major document recovery projects after the floods in Cork of 2009 and in Dublin from 2011.

**Workshop on Disaster Planning and Emergency Response**  
**Speaker: Emma Dadson, Harwell Document Restoration Services**

**The Chester Beatty Library, Dublin Castle, Dublin 2**  
**Wednesday 2<sup>nd</sup> October 2013**  
**9.45am – 4pm**

**Programme**

- |         |  |
|---------|--|
| 9.45am  | Registration - Lecture Theatre, The Chester Beatty Library   |
| 10am    | Emergency planning – using case studies to highlight why it's important. Identifying risks to your collection. |
| 10.40am | Emergency response teams – roles and responsibilities  |
| 11.30am | Tea and coffee break   |
| 11.50am | Incident control strategies  |
| 1pm     | Lunch break  |
| 1.45pm  | Additional information to include in your plan (priority lists, floor plans, selecting suppliers etc).         |
| 3pm     | Major incident scenario – fitting this to your own site  |
| 3.30pm  | Making it all work in practice – importance of training, layout.   |

Thanks to the generous support of the CNCI, there is no charge to attend this workshop; however numbers are limited, so early registration is essential.

**How to book:**

For more information on the workshop programme and to book at place, please contact:  
Jessica Baldwin (ICRI Training Officer)  
Tel: +353 1 4070755 | Mobile: +353 87 2029109 | Email: [jbaldwin@cbl.ie](mailto:jbaldwin@cbl.ie)