

2006 SEALL Institute, Thursday, April 6, 2006, Raleigh, N.C.

## Library Disaster Role-Playing Exercise

The purpose of this exercise is to demonstrate the usefulness and necessity of the disaster plan. We will accomplish this by using key sections of the Washington and Lee University School of Law Library Emergency Response Plan.

Scenario:

You are a librarian at the Old Law Library. It is composed of an original building of four floors, build in 1954, and a newer wing built in 1975.

Sunday, 11:00 a.m. Today water pipes broke on the fourth floor damaging books. The fourth floor included books in the RA – Z classification, plus a small collection of older state materials.

One of the student assistants discovered the problems. She runs through the floor and assesses the damage. Hundreds of books are wet.

The student assistant calls you at home. What do you do?

- What do you do first?
- Who are the members of the disaster team and how do you contact them?
- What is your plan of action?
- How do you handle a water disaster? What is the disaster response flowchart for water-damaged books?

- Which books should be saved first?
- What is the evacuation plan for your library for students to leave the building?
- What kinds of supplies do you need to have on hand for any disaster?
- For a water disaster, what supplies are needed in the first 20 minutes?
- Who is the best expert to contact for assistance?