

# Disaster Recovery Tools

Preparing for a disaster involves diligent planning and maintenance of policies and procedures to minimize damage (a subject covered in [Heritage Bulletin 27: Disaster Planning and Response](#)). This Bulletin suggests items your organization—and individuals—should have on hand for a recovery effort.

## Organizations

Organizations and businesses with appropriate supplies can respond quickly to a disaster. A simple mobile cart, large trash can with wheels, or rolling barrel can serve as a container in which to house supplies and move them quickly to the disaster site. Place items needed for an immediate response in the container, including first aid kits, flashlights, towels and mops, generators, temperature and humidity monitors, and digital cameras. Other items to consider include:

- 1 roll 10 feet x 100 feet 2 mil. plastic sheeting
- 1 roll masking or duct tape (to tape sheeting)
- 1 spool packing string (to hang sheeting)
- 10 large plastic trash bags (to fit a large trash can or a rolling barrel)
- 2 large sponges



- 1 five-gallon bucket
- 1 box disposable nitrile gloves
- 1 roll “do not enter” barricade tape
- 2 rolls paper towels
- 1 pair scissors
- 1 dozen sharpened pencils
- 2 black permanent marking pens
- 1 lined paper pad
- 1 self-standing flashlight with extra batteries
- 10 dust masks

The **Oregon Heritage MentorCorps** is a network of volunteers who work directly with Oregon museums, libraries and archives to help them prepare for emergencies. Mentors keep a bag filled with tools that help with the initial response to disaster recovery. Here are a few items that individuals should consider keeping on hand:

- A waterproof backpack to contain the items, like the one in the photograph to the left, which also has hooks to attach items too large to fit inside
- A carabiner or two (or safety clips) to attach items to the backpack
- A hardhat to protect from falling debris
- A high visibility safety vest
- A pair of safety glasses



- A respirator mask
- A pair of protective gloves (nitrile)
- A handheld flashlight
- A headlamp to clip on a hardhat for hands-free observation
- Spare batteries for the flashlight and headlamp
- A covered clipboard capable of holding paper, and writing tools
- Reference material such as your organization’s most recent PReP or disaster plan, and a “Field Guide to Emergency Response” by Heritage Preservation, which includes an instructional DVD



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- An Emergency Response and Salvage Wheel, available from Heritage Preservation by calling (888) 388-6789 or visiting [www.heritageemergency.org](http://www.heritageemergency.org)
- A first aid kit
- A hand-crank-powered radio
- Plastic disposable aprons
- Rubber boots

#### **Further information**

- Oregon Heritage MentorCorps  
<http://www.oregon.gov/oprd/OH/Pages/MentorCorps.aspx>
- Oregon Heritage Emergency Planning and Recovery website  
<http://www.oregon.gov/oprd/OH/Pages/DisasterPrep.aspx>
- Local Emergency Managers by county  
[http://www.oregon.gov/OMD/OEM/docs/plan\\_train/locals\\_list.pdf](http://www.oregon.gov/OMD/OEM/docs/plan_train/locals_list.pdf)



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