



# **DISASTER PREPAREDNESS/RECOVERY**

## **STEPHEN B. LUCE LIBRARY**

### **The State University of New York**

## **POLICY STATEMENT**

The Library Faculty and Staff is committed to maintaining a vigilant state of disaster preparedness for the Stephen B. Luce Library, because all libraries are susceptible to disasters.

Enlightened self-interest tells us that to be prepared is the greatest weapon against disaster. In recognition of the possibility of both small and large disasters, the plan ensures that appropriate actions are taken in the event of a disaster. This plan provides library staff with a set of disaster priorities, emergency procedure guidelines, lists of personnel and department floor plans. It will be updated annually to ensure accuracy and currency.

*Document last updated, January 2005.*