

Animal Facility Disaster Plan

This plan developed for:

Date:

I. Evaluation of Facility

A. Known dangers to facility in area

- Fire inside facility
- Hazardous material plants or disposal sites
- Railroad tracks
- Interstates
- Fuel depots
- Winds (tornadoes, hurricanes)
- Flood plain
- Storm surge area
- Earthquake faults
- Wildfires
- Heat or cold emergencies
- Emergency management has assessed dangers to shelter

B. Dangers of structure

Construction quality of building:

- Excellent Good Fair Poor

Glass:

- Sliding doors Large windows
 Number of windows

Kennels:

- Indoor/outdoor Indoor only
 Outdoor only Other

Structure:

- One-story structure
- Two-story structure
- Basement
- Presence of interior "safe" areas
- Roof hurricane strapped or clipped
- Non-flammable roof
- Exposed, overloaded, or old electrical wiring
- Adequate drainage in and around facility
- Area cleared around structure on a regular basis
- Professional evaluation of facility

II. Insurance

- Annual check for adequacy
- Location identified on floodplain map
- Inventory done, video and photos taken
- Copies of insurance policy, videos, and photos stored at: _____

III. Priorities

- Evacuation plan for animals and staff
- Evacuation locations designated and agreements signed

Evacuation Location #1:

Evacuation Location

#2: _____

- Written facility plan developed
- Plan developed for movable inventory (i.e., vehicles)
- Additional caging secured
- Glass properly secured
- Fire alarm installed
- Smoke and carbon monoxide detectors installed
- Fire extinguishers installed
- Sprinkler system installed
- Employees trained to use extinguishers
- Lightning suppression system installed
- Adequate hoses attached to building
- First aid kits (animal & human)
- Weather alert radio

IV. Employees

- Written personal disaster plans
- Emergency contact information collected
- Employee disaster manual written
- Employee identification badges completed
- Pyramid of release of employees developed
- Non-business hour's disaster plan completed
- Hazard awareness training
- Training in C.P.R.
- Training in first aid (human & animal)
- Training in disaster planning and response
- Cross training done
- Up-to-date immunizations for employees:
 - Pre-exposure rabies
 - Tetanus
 - Other
- Volunteer training developed
- No-smoking policy implemented

V. Specific Preparations

- Hazardous materials—labeled, secured
- Outside tanks—secured and valves closed
- Incompatible chemicals separated
- Inventories of chemicals updated regularly
- Computer back-up completed

Copies of computer records stored at:

- _____
- Generator on site or access arranged
 - Water pump on site or access to water arranged
 - Outside area cleared of loose objects
 - Refrigerated inventory protected
 - Movable inventory (i.e., vehicles) fueled and protected
 - Freezer emptied of carcasses
 - Flammable materials removed

On _____ this plan should be re-evaluated and employees should be retrained.

Signature

Date

VI. Final Securing of Premises

- Contact alarm companies
- Take identification
- Unplug equipment
- Shut off electrical breakers, gas, and water
- Recheck hazardous material valves

VII. Returning After the Disaster

- Safety clothing and equipment (i.e., rubber gloves and boots)
- Check on-site animals and staff
- Assess damage to facility
- Inventory equipment
- Inventory supplies
- Safety repairs done
- Building checked by electrician
- Outside agencies notified of status

VIII. Planning

- Floodplain map posted
- Quarterly disaster drills conducted
- Facility disaster plan updated
- Fire extinguishers recharged annually
- Telephone-tree for employees and volunteers created
- Electrical wiring checked

