



PRIORITIZE HEALTH AND SAFETY

The health and safety of yourself and your friends and family are paramount. Remember that people are *always* more important than collections.

- Review this video on personal protective equipment for collections emergencies. <https://youtu.be/EgCGrLYC-UM>
- Review this guide from the National Heritage Responders. [health-and-safety-for-the-public-tip-sheet.pdf](https://www.culturalheritage.org/health-and-safety-for-the-public-tip-sheet.pdf) ([culturalheritage.org](https://www.culturalheritage.org))
- Review this resource from The American Red Cross on caring for yourself physically and emotionally during ongoing disaster recovery. <https://www.redcross.org/get-help/disaster-relief-and-recovery-services/recovering-emotionally.html>

DOCUMENT THE DAMAGE

Once the site is secure, it is important to document all damage prior salvaging any materials.

- Review the resources included in the Field Guide to Emergency Response, *particularly* the *Field Guide Assessment Form* and the *Rapid Collections Assessment*. <https://www.culturalheritage.org/resources/emergencies/disaster-response-recovery/fieldguide>.

CONNECT WITH PROFESSIONALS

You are not alone. There are professional collections specialists who are available to answer questions and help you plan for response and recovery.

- You can reach a professional trained in collections emergency response 24/7 by calling the National Heritage Responders Hotline (202) 661-8068.
- You can notify the Smithsonian and FEMA co-sponsored Heritage Emergency National Taskforce (HENTF) about the damage you incurred and connect with their network using the Rapid Damage Assessment Form:
 - [Cultural Institutions](#)
 - [Arts Organizations](#)
 - [Individual Artists and Performing Groups](#)
- You can reach conservators at the Conservation Center for Art & Historic Artifacts (CCAHA) by calling (215) 545-0613 or emailing mcooper@ccaha.org.

MAKE A PLAN

Organizing a team, outlining priorities and goals, and documenting your work is paramount when responding to a collections emergency.

- Review the guide, *Emergency! If You're First* and follow the steps outlined in the guide. https://www.culturalheritage.org/docs/default-source/resources/emergency-resources/guides/emergency-if-you're-first.pdf?sfvrsn=8580f20_10 .