


# RESPONDING TO EMERGENCIES



## PREPAREDNESS – PLANNING PHASE

### Write Multiple Emergency Plans

-  Fire
-  Snowstorm
-  Flood
-  High winds
-  Cyber-attack
-  Power outage
-  Sewage/Water quality

### Keep Printed Copies on Hand

- Records
- Important documents
- Emergency plan
- Emergency contacts



### Secure Electronic Records

- Save to online storage
- Multiple external hard drive backups
- USB drives
- Take off site or lock in water/fireproof safe



### Train Staff and Practice Plans



## Assemble Multiple Sets and Types of Emergency Supply Kits With Printed Directions for Use

### Temporary Handwashing Station Supplies



### Surface Disinfecting, Cleaning, and Sanitizing Supplies



### Personal Protective Equipment (PPE) Supplies



### Emergency Food Service



B  
E  
F  
O  
R  
E

## DISASTER OR EMERGENCY RESPONSE – GO TIME! ACTIVATE APPROPRIATE PLAN AND ACCESS

### DURING

#### Can Operations Continue?

- Determine the impact – size of the area, equipment, food storage, staffing, and other impacted areas.
- Coordinate with local health authority and emergency personnel.
- Secure inspection and receive “all clear” to enter, as required; wear PPE onsite, if needed.
- Assess damages and food safety concerns.

#### Operate Emergency Feeding

- Disinfect surfaces: Wash surface with soap and water to remove debris and rinse. Then, apply disinfectant. Wait the recommended time by the disinfectant manufacturer and then rinse the surface. Finally, wash, rinse, sanitize, and air-dry food contact surfaces as usual.
- Isolate and properly dispose of hazardous foods. Document lost food.
- Secure appropriate equipment and supplies.

### AFTER

## RECOVERY

- **Share** plan success and areas for improvement.
- **Revise** and update plan(s) as needed.
- **Use inventory records** for insurance purposes.



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