

# DISASTER PLANNING and RECOVERY

*A Guide for  
Facility Professionals*

ALAN M. LEVITT

# Disaster Planning And Recovery A Guide For Facility Professionals

**Joseph F. Gustin**



## **Disaster Planning And Recovery A Guide For Facility Professionals:**

**Disaster Planning and Recovery** Alan M. Levitt, 1997-04-09 The focus of this guide is to assist you in planning for all the vital factors and imperative considerations essential in enhancing the likelihood of your organization's continuity and survival when impacted by an out of course event planning to prevent disasters planning to reduce the likelihood of disasters planning to deal with disasters and planning to recover after a disaster has affected the organization Alan M Levitt The only complete hands on guide to disaster planning Disaster Planning and Recovery provides proven strategies tools and techniques for helping your company plan for cope with and recover from cataclysmic events Internationally recognized business continuity expert Alan M Levitt tells you what you need to know to avoid having natural and man made disasters become business disasters You ll find out how to Create an effective plan in advance Reduce the likelihood of disasters Maintain functioning when disaster strikes Mobilize staff safely and efficiently during an emergency Reduce costs of and recovery time following an out of course event Work effectively with key departments including IT HR maintenance Minimize stress on staff members And much more Earthquakes floods fires tornadoes there isn t much you can do to stop them from happening but there are steps you can take to prevent natural and man made disasters from turning into business disasters And that is what this book is all about minimizing the damage done to your business by cataclysmic external events The only complete practical guide of its kind Disaster Planning and Recovery shows facility professionals how to prepare for cope with and rebound from a disaster Alan Levitt clearly demonstrates that the first major step toward minimizing risk and optimizing recovery time following an emergency is to formulate a comprehensive disaster plan Drawing upon his years of experience as a business continuity expert and using fascinating and instructive vignettes and case studies many of them previously unpublished to illustrate his points he shows you how to develop the most cost effective plan possible Rather than offer a set of one size fits all checklists and procedures Levitt supplies a rational framework and proven strategies for formulating a plan tailored to your business He shows you how to set reasonable goals that will allow you to react more quickly and effectively without losing sight of business outcomes And he provides the means for researching and conducting the five phases of a comprehensive disaster recovery plan identifying potential disasters quantifying the risk of occurrence establishing parameters for reducing that risk forecasting the potential impact a disaster can have on personnel plant and business processes and establishing systems for counterbalancing those impacts Throughout Disaster Planning and Recovery the emphasis is on human factors Levitt describes techniques for efficiently mobilizing staff in an emergency working effectively with key departments such as IT and most importantly easing the stress that disasters can impose on staff members Disaster Planning and Recovery is an indispensable resource for facility professionals human resources managers building owners and managers architects designers and planners

**The Facility Management Handbook** David G. COTTS PE, CFM, Kathy O. ROPER CFM, LEED AP, Richard P. PAYANT CFM, CPE, 2009-07-22 Based on best practices and

proven research The Facility Management Handbook has long been the go to resource for professionals in the field Extensively updated for the realities of today s workplace the third edition provides readers with the tools and guidance they need to wipe out inefficiency and create a productive facility that integrates people place and process Covering a broad range of topics from space planning and maintenance to benchmarking and outsourcing readers will gain practical insight into how they can design construct and maintain facilities using sustainable practices provide a safe attractive work environment that supports productivity ensure that facility plans match organizational needs plan and control capital expenditures address critical security and emergency preparedness issues Complete with case studies and indispensable information on sustainability and post 9 11 security concerns this is still the ultimate resource for facility managers **The Facility Management Handbook Appendix A: The Facility Manager's Tool Kit of References** , **The Facility Management Handbook** Kathy Roper,Richard Payant,2014-07-23 The wide ranging umbrella of facility management covers everything from technology systems to disaster recover planning to zoning compliance and that s just getting started Facilities management is a multidisciplinary function that requires a deep knowledge of the entire business and physical planning cycle Undoubtedly the sheer scope of duties requires a far reaching reference for staying abreast of the latest innovations and best practices The Facility Management Handbook is the answer This guide shares insightful overviews case studies and practical guidelines that pave the way for successful planning budgeting real estate transactions construction emergency preparedness security operations maintenance and more The thoroughly revised fourth edition examines cutting edge technologies and includes new information on Building Information Modeling BIM Contracting and project management methods FASB and IASB requirements Distributed working Sustainability reporting and more The Facility Management Handbook is the one stop resource every facility manager must have to master a broad scope of duties while staying current on innovations and best practices *Disaster and Recovery Planning* Joseph F. Gustin,2004-07-20 Written from the perspective of prevention Disaster Recovery Planning A Guide for Facility Managers focuses on identifying the issues that create hazards and defines the strategies that all companies can use to address disaster response and recovery Although written for facility managers this book also targets other professionals that are responsible for designing installing and maintaining programs and systems within an organization These include safety compliance officers risk managers consultants engineers maintenance executives and human resources managers This volume can also guide top management in heightening awareness to issues of prevention and it can assist them in meeting their responsibilities for ensuring the safety of their employees tenant occupants or companies **Disaster & Recovery Planning** Joseph F. Gustin,2007 **The Librarian's Facility Management Handbook** Carmine J. Trotta,Marcia Trotta,2001 New technology and aging buildings are making library facility management more complex and difficult than ever before Many librarians have inherited buildings that not only need to be retrofitted for today s technology but also require repair and replacement of basic systems The

handbook was written by a Director and a professional facilities manager to provide the practical advice techniques and solutions library managers need to ensure that their facilities can function for their intended purposes Chapters cover planning and evaluating security and safety lighting climate control parking access costs and finances preventive maintenance and repairs record keeping contracts bidding specifications and much more An extensive glossary of terms provides the language needed to communicate with facilities staff and contractors Building Operating Management ,1997

*Energy Decisions* ,2001 **Business** Perseus Publishing,2002-08-15 A landmark in reference publishing this resource covers virtually every aspect of the world of business It contains clear concise text plus profiles of 150 countries and biographies of management pioneers Includes 150 maps and 700 illustrations **Disaster Management in Telecommunications, Broadcasting and Computer Systems** Galal El Mahdy,2001 Advances in communications technology continue to accelerate To maintain the competitive edge in such a dynamic environment today s managers professionals and engineers can expect to be challenged daily to keep pace with the technical and oganizational issues opportunities and threats surrounding the operation and management of any communications system The purpose of this book is to enable these people to detect understand handle and control a communications system during a crisis Integrated use of real world examples Numerous case studies illustrate how actual disasters are detected studies and successfully controlled Delineates the procedures required for the smooth and safe operation of telecommunications broadcasting and computer systems during a crisis Aimed at helping operating and design engineers IT managers and technicians in telecommunications networks and broadcasting to meet the challenges they face in their endeavour to safeguard against disaster Essential reading for postgraduate courses in electrical engineering Facilities Manager ,1999 **Managing Information** ,2001 Emergency Preparedness Program for Boarding Kennels and Grooming Shops ,1999 **Planning for Higher Education** ,1997 **Consultants & Consulting Organizations Directory** Cengage Gale,2009-05-12

*Disaster and Recovery Planning* Joseph F. Gustin,2020-11-26 This new edition of a bestseller book addresses the complexities of disaster preparedness and business continuity Updated with the latest statistics the new edition includes an overview of natural disasters coverage of computer and data protection expanded to include cyber attacks on the private sector and information on managing data privacy It also includes the latest information on dirty bombs chemical and biological agents and weapons disaster planning and recovery issues regulatory influences and emergency preparedness This reference highlights the importance of prevention as well as controlling the effects of a disaster on a company s operations

*Safe Schools* Michael A. Wanko,2001-11-15 Forged from a the experiences of a principal whose school and community underwent several tragedies in one year Safe Schools is a practical guidebook from a proactive leader who has been there The book is designed to provide the administrator with a step by step crisis preparedness evaluation After working through the checklists and forms in this resource school leaders will know just how prepared their school is School climate

questionnaires a three pronged safety plan training for a crisis management team and a bibliography of resources will guide administrators as they strive to empower their school and community      **Subject Guide to Books in Print** ,1997

GRADOC. International Centre for the Study of the Preservation and the Restoration of Cultural Property,2000

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