

# Plans of emergency in Archives



Experiences from the Flood

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# The flooding of the Oder and Elbe



- The Experiences of the flooding of the Oder in 1997 and the Elbe in 2002 was the background for new ways of dealing with cases of emergency
- Archive Buildings
- Organisational Structures

# Archive Buildings



- The requirements for archive buildings are laid down in Duchains book and the prestandard ISO 11799.

# Organisational structures



- Co-operation with other archives
- internal plans of emergency
- supply with materials which may be necessary or helpful in a case of emergency
- following the recommendations of the Archivreferentenkonferenz from 1998.

# Co-operation with other archives



- The Bundesarchiv in Berlin-Lichterfelde forms with other archives an association
  - Beauftragte für die Unterlagen des Staatssicherheitsdienstes der ehemaligen DDR
  - Geheime Staatsarchiv Preußischer Kulturbesitz
  - Politisches Archiv des Auswärtigen Amtes
  - Landesarchiv Berlin
  - Brandenburgisches Landeshauptarchiv

# Aim of the association



- Joint actions
  - Not only in cases of disaster
  - but also in cases of smaller incidents - water leakage, limited fire and so on.

# Exchange of employees



- One problem in cases of emergency is the lack of people.
- The associated institutions are bound to help each other with employees who work in the strongrooms
- Therefore the employees worked for a certain time in each archives

# Technical assistance



- The institutions provide certain technical assistance.
- For example: The Bundesarchiv has a small capacity for deep freezing and freeze drying which in a case of emergency the other members could use

# Internal plans of emergency



- Priority is always the safety of the people in the archives. But afterwards -
- Who is responsible?
- What is to do?
- Where is material one might need?

# “Emergency boxes”



- Including material for the intermediate storage of the damaged archive until they are finally restored - plastic bags, foil etc.
- and for the work in a changed environment - for example torches, because the electrical lighting might be broken down.

# Positive effects



- Naturally every one hopes, that the cases we are planning for will never come.
- But even then, the work we do in planning is a sort of qualifying measure because our employees are forced to communicate problems and the solving of them to other archivists or even work them out together.