



**GUAM PUBLIC LIBRARY SYSTEM
POLICIES AND PROCEDURES**

**CATEGORY: Disaster Preparedness Plans
APPENDIX: #25**

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Disasters, both large and small, can affect libraries' resources and operations in numerous ways. Some, like typhoon, flooding or fire, are immediately apparent, but others, like slow leaks, mold, or pests, can be slow-moving yet equally devastating.

This guide provides a step-by-step on emergency response "action steps" instructions on tips for collection maintenance, disaster recovery and prevention, etc. for protecting library and archive collections.