



EMERGENCY PREPAREDNESS

Emergency planning has always been an essential part of property management but it has taken on an even greater significance since the tragic events of September 11th. We are constantly reminded that international and domestic terrorism and natural disasters must be included in our emergency planning process considering September 11th, the Oklahoma City bombing, the hurricane season of 2004 and the ice storm of 2008.

An emergency plan is a set of actions intended to reduce the threat from emergencies that may affect a building or facility. It must be building specific to be effective as all facilities and buildings are different. A comprehensive plan reduces the threat of emergencies through prevention, early detection, notification, effective evacuation or relocation measures, control and mitigation, and recovery operations.

You should establish relationships with federal, state, and local agencies to understand any resources that may be available to you should an emergency occur. BOMA International has numerous publications available for purchase that will assist you during your planning process. BOMA Capital Region members may check out these publications from our local BOMA library.

Numerous emergency plan outlines and planning aids are available on the internet. BOMA Capital Region encourages you to visit the links at the below for more information.



[Links to Important Security Sites](#)



SECURITY RESOURCES

- **BOMA Security FAQ**
Comprehensive Frequently Asked Questions (FAQ) list, including information about the collapse of the World Trade Center on September 11, 2001, to help answer many of the questions you may have.
- **BOMA Suggested Security Measures**
An essential tip sheet for security measures building owners and managers might want to consider to protect their buildings, their employees, and themselves.
- **Security Related Sites**
[A list of other helpful resources and links to important Albany County, New York State and Federal Agency websites.](#)
- **[White Paper: Violence in the Workplace – The Role of the Facility Manager](#)**

INFLUENZA A (H1N1) – SWINE FLU

Breaking News: On April 26, 2009, the United States declared a “public health emergency” to release antiviral drugs and other resources in the event that transmission of Swine Flu virus accelerates in the U.S. BOMA International’s Pandemic Influenza Preparedness site contains the latest information on how to protect yourself, your tenants and your building.

What You Need to Know about Influenza A(H1N1) – Swine Flu

These sites contain the latest announcements and breaking news on A(H1N1), as well as frequently asked questions

- [*World Health Organization \(WHO\)*](#)
- [*WHO FAQs*](#)
- [*Centers for Disease Control \(CDC\) and Prevention*](#)
- [*CDC – Swine Flu and You fact sheet*](#)
- [*PandemicFlu.gov*](#)
- [*Center for Biosecurity, University of Pittsburgh Medical Center*](#)

How to Prepare and Protect your Tenants and Building

These resources will guide you through the steps to take to protect your building and tenants in the event of an outbreak

- [*Pandemic Planning Guide for Commercial Buildings \(BOMA Canada\)*](#)
- [*Pandemic Influenza: Are You Prepared? \(BOMA International\)*](#)
- [*The Property Professional’s Guide to Emergency Preparedness \(BOMA International\)*](#)

See below for additional Pandemic Influenza resources.

Be prepared with the most up-to-date information available on the pandemic flu. BOMA International has compiled a list of BOMA offerings and public resources to help communities, companies, and individuals plan for a possible outbreak. Additional resources will be posted as they are identified.

News and New Additions

[*Pandemic Planning Guide for Commercial Buildings*](#)

BOMA Canada’s Pandemic Planning Guide and Toolkit provide a tremendous amount of information regarding recommended proactive measures that companies should take, both now and in the future, to mitigate the effects of pandemic illness on workers.

Comprehensive details, including downloadable copies of the Guide and Toolkit, are available at www.bomacanada-pandemic.ca, along with links to other valuable resources.

[The Conference Board's Avian Flu Resource Page](#)

This page contains links to a number of useful articles and pages on the topic of avian flu.

[BOMA Executives Present on Pandemic Flu Preparation at Real Estate Roundtable Meeting](#)

During the October 4 meeting of the Real Estate Roundtable (RER) in Washington DC, BOMA International Chairman and Chief-Elected Officer Kurt Padavano and BOMA International President and COO Henry Chamberlain joined government officials for a presentation on pandemic flu preparation. [Full Story](#).

[IFMA Foundation Releases Pandemic Flu Manual](#)

The IFMA Foundation has released a comprehensive manual on pandemic preparedness, which includes information regarding pandemics as well as templates to help businesses in their continuity planning.

[Read the press release.](#)

[Download the manual.](#)

BOMA Resources

[Pandemic Preparedness: Guidance For Building Owners and Managers](#)

Webinar now available On-Demand

[BOMA/Seattle Preparing for Pandemic Influenza PowerPoint Presentation](#)

This PowerPoint Presentation prepared by BOMA/Seattle-King County provides an overview of pandemic flu and tips for preparing for a pandemic outbreak.

[Pandemic Planning Site for Canadian Commercial Real Estate](#)

This Web site has been designed as a resource to assist BOMA Canada members and the industry at large in developing corporate pandemic plans and staying abreast of current pandemic issues as they affect commercial buildings.

[Pandemic Influenza: Are You Prepared?](#)

Help your tenants by giving them a copy of BOMA's new information-packed brochure created to assist members in communicating with their tenants on important issues such as planning for a potential outbreak, working with the building management and protecting workers.

[BOMA/Greater Toronto Pandemic Flu Report](#)

This report contains a recommended structure and approach to best protect people and maintain building operation in the event of an avian flu pandemic.

[The Property Professional's Guide to Emergency Preparedness](#)

Proper planning is essential in dealing with emergency situations including pandemic flu. Learn how to set up your own emergency preparedness plan and make it work.

[Are Your Tenant's Safe?](#)

Written with the building tenant in mind, this publication shows you how to develop a comprehensive emergency plan for a specific building or facility.

[Edwards Disaster Recovery Directory](#)

Edwards Disaster Recovery Yellow Pages is an essential pre and post disaster recovery reference. Use the guide to locate primary, secondary and out of region suppliers to ensure that your ability to rebound from a catastrophe is not hindered by a lack of resources.

[Planning for Pandemic Influenza: Will Your Organization Be Prepared? \(CD-ROM\)](#)

Recorded September 15, 2006, this Web conference featured the world's most sought-after experts on this topic, Michael Osterholm, Ph.D., MPH, as well as Donald Ainslie and Michael Evangelides, both pandemic preparedness leaders within Deloitte Touche Tohmatsu, whose member firms serve more than one-half of the world's largest companies.

Government Resources

[United States Department of Health and Human Services "What is an Influenza Pandemic?"](#)

[United States Department of Health and Human Services "How does Seasonal Flu Differ from Pandemic Flu?"](#)

[Pandemicflu.gov](#)

This is the official U.S. Government site for information on pandemic and avian influenza. The material on this site is organized by topic for easy reference.

[National Strategy for Pandemic Influenza](#)

The White House presents its approach to address the threat of pandemic influenza. It outlines preparation, detection and response as well as the roles of Federal, State and local governments, private industry, international partners, and individual citizens.

[Centers for Disease Control and Prevention \(CDC\)](#)

The CDC Web site tells you *What You Should Know*, highlights *Specific Topics* and provides *Information for Specific Groups* on pandemic influenza. A 24 hour a day, 7 day a week hotline has been set up to answer questions. Call: 1-800-CDC-INFO (1-800-232-4636), TTY: 1-888-232-6348. Questions can also be e-mailed to inquiry@cdc.gov.

- [Pandemic Influenza Planning Checklist](#)
- [CDC Pandemic Influenza Update Newsletters Available for Download](#)
http://www.iaem.org/content/industryinfonews/flu/PanFluNewsletter_02-16-06.pdf
http://www.iaem.org/content/industryinfonews/flu/PanFluNewsletter_02-02-06.pdf
http://www.iaem.org/content/industryinfonews/flu/PanFluNewsletter_01-19-06.pdf
http://www.iaem.org/content/industryinfonews/flu/PanFluNewsletter_12-21-05.pdf
http://www.iaem.org/content/industryinfonews/flu/PanFluNewsletter_12-07-05.pdf
http://www.iaem.org/content/industryinfonews/flu/PanFluNewsletter_11-08-05.pdf

United States Department of Agriculture (USDA)

Learn about USDA's role in the National Implementation Plan for Avian and Pandemic Influenza.

Department of Homeland Security (DHS)

DHS is working on a "Business Planning Guide," which will be posted on the [DHS home page](#) and on [Pandemicflu.gov](#) as soon as it is completed. Also, for business-specific questions, the DHS has created an e-mailbox—DHSPandemic@dhs.gov.

Medline Plus

MedlinePlus brings together authoritative information from U.S. National Library of Medicine, the National Institutes of Health (NIH), and other government agencies and health-related organizations to help answer health questions.

Articles and Additional Resources

INOCULATE YOUR BUILDING: LANDLORD'S RESPONSIBILITIES IN THE EVENT OF AN OUTBREAK OF H1N1 AKA SWINE FLU

Article authored by Webinar speakers Tara Gorman, Nelson Migdal

[The Conference Board's Avian Flu Resource Page](#)

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[IFMA's Pandemic Flu Manual](#)

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Business Planning for Pandemic Influenza

CIDRAP's 10-Point Framework for Pandemic Influenza Business Contingency Planning

Pandemic: *A disease of epic proportions is coming, say experts. Do you know what to expect, or how to prepare?*

Article written from a Human Resources Perspective.

Avian Flu: *What to Expect and How Companies Can Prepare for It*

Influenza: *An Emerging Disease*

Pandemics and Pandemic Scares in the 20th Century

Avian influenza ("bird flu") - Fact sheet

Avian Influenza (Bird Flu): Agricultural and Wildlife Considerations

Additional Measures

In addition to the above resources, BOMA International encourages you to:

- *listen to local and national radio reports*
- *watch local and national news reports on television*
- *read the newspaper and other print and Web-based information sources*
- *check your local and state government Web sites*
- *speak to your local health care provider and public health officials.*