

Greetings,

23 November 2016

Welcome to the Weekly Newsletter of the Louisiana Business Emergency Operations Center (LABEOC).

This week we focus on the Recovery Phase of the “Top Ten” list for Business Preparedness, Response and Recovery.

As we are all aware, the state is currently in the recovery phase of both the March and August flooding disasters that affected over 50 parishes state-wide. The effort is being led by the Governor’s Recovery Task Force in conjunction with the Governor’s Office of Homeland Security and Emergency Preparedness (GOHSEP), assisted by the FEMA Joint Field Office recovery team, and members of the FEMA Region VI Headquarters in Denton, Texas (our FEMA Region).

There are two goals of this recovery effort: the first is obviously to assist Louisiana communities, businesses, and citizens to recover from the floods that devastated so much of the state’s property, agriculture and civic infrastructure. The second goal is to begin developing a framework to enhance resilience and preparedness across the state, based on lessons learned from this event, and also from the National Disaster Recovery Framework, which is the federal strategy for community and regional recovery. This part of the current recovery effort is focused on enhancing our ability to manage and recover from future incidents and disasters.

The “Top Ten” Recovery actions shown in the next column are taken from the “LABEOC Risk Assessment Tool,” which is posted as a pdf document on the LABEOC website. You are welcome to download the entire document as a “quick and dirty” reference for continuity planning and preparedness for your organization. Next week’s newsletter will include a business risk assessment tool, and also a bibliography of resources for enhancing the resilience and preparedness of your business and organization. Please send any best practices, lessons, or guidelines that you can share with other businesses, and we will distribute to the LABEOC members.

As always, thank you for your support of the LABEOC and your membership in the web portal ([www.labeoc.org](http://www.labeoc.org)). Please feel free to contact me and the NIMSAT staff with any ideas or suggestions on how to improve our operations and better serve the Louisiana business community ([info@labeoc.org](mailto:info@labeoc.org)).

Have a very peaceful, safe and happy Thanksgiving!

Michael Dunaway, PhD  
Director, NIMSAT Institute

**LABEOC “Top Ten” List for Business Preparedness, Response and Recovery. This week:**

**QUESTIONS ADDRESSING IMMEDIATE ACTIONS FOR RECOVERY FROM AN EMERGENCY OR EVENT AFFECTING YOUR BUSINESS.**

1. Have all key personnel necessary for the resumption of business functions reported in to work? Have provisions been initiated or made for replacement of those who have not or cannot return immediately?
2. In the event of fatalities of serious injuries, have Crisis Intervention Teams or counselors been engaged to assist affected employees, their families and members of the organization?
3. Are the longer-term needs of affected families been addressed (e.g., volunteer day care; temporary shelter, clothing staples and food; and transportation to and from your place of business?)
4. Have the organization’s insurance agents been on site and have claims been filed? Has disaster unemployment insurance been initiated for those employees requiring it?
5. Has ongoing liaison been established with local elected officials and organizations such as the Chamber of Commerce and Economic Development Council?
6. Have appropriate contacts been made with permitting agencies responsible for issuing permits for debris clearance, electrical power restoration, building inspection and re-entry?
7. If the region has received a State or Federal disaster declaration, has a liaison been established with appropriate government authorities (in particular, FEMA and SBA) and claims filed?
8. Have appropriate contacts been made with other businesses affected by the same event, to provide or receive assistance as appropriate? Have similar requests been initiated of corporate headquarters or partner locations?
9. If activated, is the alternate headquarters or *Continuity of Operations Plan* (COOP) site been activate and is it adequate for the current circumstances? Are additional facilities or resources needed?
10. Have core business functions been restored in accordance with your organization’s emergency response or COOP? Have all core functions been restored?

