



DRAFT, 31-07-2018

MEMORANDUM OF AGREEMENT
CARIBBEAN HERITAGE PROTECTION- NETWORK

Mission Statement

- To give support and/or assist archives institutions, historical societies, libraries, museums, and other heritage organizations to respond to emergencies and disasters affecting cultural resources and collections.
- That members assist each other by providing advice, support and/or recovery assistance on the ground.
- To ensure member organisations commit to making disaster preparedness and staff training an administrative priority.

CHP- Governance:

The CHP is governed by a Steering Committee. Each member will appoint one member to the Steering Committee. The Steering Committee will be responsible for general administration of the Network policies and programs. It will also be responsible for operational decisions regarding the Network.

The objectives of the CHP- Network are:

- 1) To promote awareness of potential emergency and disaster situations and measures that members can take to prevent, prepare for, respond to and recover from disasters;
- 2) To assist member organizations in the development of their institutional disaster preparedness and recovery plans;
- 3) To facilitate or organize workshops and seminars to help members acquire the expertise needed to cope with emergencies and disasters;
- 4) To maintain a database accessible to members of preservation and disaster services, supplies and suppliers, etc.

- 5) To acquire and maintain, on a cooperative basis, supplies and equipment to support the institutional disaster preparedness and recovery programs of member organizations
- 6) To set up a mobile treatment and conservation unit/lab, including measures such as the establishment of freezers (or access to freezers) in some locations for the immediate protection of significant records, and appropriate 'first aid' actions to treat valuable artefacts. Does this hold true for museum objects?
- 7) To maintain disaster recovery supplies and equipment deemed necessary for salvaging collections ("Supplies"): The Supplies will be stored in secure storage containers in predetermined locations. The Network will maintain the storage containers and will pay for such maintenance with the Network's membership fees. If a member on whose property a storage container is stored withdraws from the Network, the storage container will be moved to a new location at the Network's expense.
- 8) To set up a communication plan between the members;
- 9) To provide members with recovery assistance during disasters;
- 10) To facilitate partnerships between members and local first responders and emergency managers before disasters in order to enhance cooperation and understanding;
- 11) To maintain a database of skilled personnel (Conservators, Archivists, Archaeologists, Conservation Architects, etc), in the region who have agreed to provide their services in support of the network
- 12) To investigate and maintain details of funding providers for both disaster planning and, in the event of a disaster, disaster recovery