When Disaster happens Swiftspace stations spring into action!

Organizations; small, medium, or large should have a formalized Disaster Plan in place. If they don't when they are faced with broken pipes, fire, or something catastrophic like a hurricane, earthquake, or flooding they will certainly be left to pick-up the pieces. While Disaster Plans can vary in complexity they always contain three key ingredients; how to handle technology, where to get temporary space, and how to quickly provide functional workspace for staff. In each of the above it is also important to understand that the plan needs to cover what happens immediately after the event, in the next 24 hours, and within the next week.

Immediately after the event-

In the event of a disaster the plan assumes that both the existing space and furniture are not available for use. This means that there must be the provision for the quick set-up of workspaces in temporary space. In some cases interim spaces for interaction with the public must also be provided. What this means is that the furniture must be stored close by and easily transportable, or already in use in the organization in non-mission critical areas, and that the furniture must be able to be setup quickly by staff with little or no experience in furniture installation.

The next 24 hours-

In the plan the organization should have ranked the work done by their employees in terms of importance to its ongoing operations. Once the mission critical work has been restarted over the next 24 hours additional processes will be brought up as floor space and workstations become available. In most cases because of the quick 24 hour again the furniture must be stored close by and easily transportable, or already in use in the organization in non-mission critical areas, and that it must be able to be setup quickly by staff with little or no experience in furniture installation.

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The next week-

The final step in the plan is bringing the operations in the organization back up to normal as soon as possible. This means getting employees working back in the same kind of working environment they are used to prior to the event happening. It is important that this happens as quickly as possible as employees that have been displaced at work because of the event work will also likely be faced with uncertainty at home as well. For workers, being able to work with their team in a familiar space is an important factor in providing comfort and support. During this phase workspaces must provide them with the functionality they are used to.   For example, wall create privacy that can't be provided by folding tables; as surroundings will be quite hectic, this privacy will be integral for focus. Workstations that can be easily and quickly moved and reconfigured as building space is brought back on board allow departmental areas to be re-established.

Another way of thinking about Disaster Planning

When they create their Disaster Plans most organizations are hopeful that they may never have to initiate them. However, there are situations where the probability of an event occurring are very high, and quite often there is some advance notice. A prime example of this type of situation is an organization that has workers who work in floodplains.

In these situations the Disaster Plan needs to focus on how the organization can minimize the damage by removing the workspace contents from the affected area in advance of the flood, and then restore the space back to normal as quickly as possible. In the case of a flood good planning would mean to move as much of the office contents to higher elevations and then return them back once the space has been restored. In this scenario the office furniture must be able to be folded up quickly, moved easily, stored compactly, and then set back up again quickly.

In all of the above it is clear that an excellent Disaster Plan involves the use of office furniture that is Fast, Flexible, and Functional.

Consider Swiftpace your disaster defender!