

EMERGENCY OPERATIONS PLAN FOR BELLA MARGUERITE CONDOMINIUM ASSOCIATION

March 24, 2009

This emergency operations plan for the Bella Marguerite Condominium Association is written specifically for guidance in preparing for and recovering from a hurricane. It will also, with appropriate modifications, serve as a resource for the Association in the event of other types of disaster. The information used to develop this plan was taken from many sources. The most useful of these are listed in the References section at the end.

KEY ASSIGNMENTS

DISASTER COORDINATOR AND DISASTER RECOVERY TEAM

The ability of the Bella Marguerite Association to react quickly and decisively with a clearly structured, agreed-upon plan will help to minimize damages and speed up recovery when a disaster strikes. The ability to do so is dependent upon having a pre-designated team in place prior to the disaster with full power and authority to implement the emergency operations plan. The Disaster Coordinator for Bella Marguerite shall be the President or member of the Board of Directors designated by the President. The Disaster Coordinator shall be supported by the Disaster Recovery Team consisting of Ameri-Tech Property Management, the Board of Directors and others appointed by the Board.

INFORMATION FACILITATOR

In times of crisis, communications between the owners, residents, and the Disaster Recovery Team will be vital. A major hurdle to recovery is rumor and misinformation. Left unchecked both can hamper the recovery efforts. The Information Facilitator will keep the owners and residents informed through e-mails, and the Association website: www.bellamarguerite.org. All owners and residents should make sure that Ameri-Tech Property Management has their up to date e-mail addresses and emergency telephone numbers. At times of a disaster, these will be vital links.

PREPARATION