



## **DISASTER CONTINGENCY PLANNING**

For the third consecutive year, NAPO has joined more than 1,100 organizations across the country by signing on as a National Coalition Member of the U.S. Department of Homeland Security's Ready Campaign for [National Preparedness Month \(NPM\)](#). Now in its fifth year, NPM is a nationwide effort held each September to encourage Americans to take simple steps to prepare for emergencies in their homes, businesses, and schools. The goal of NPM is to increase public awareness about the importance of preparing for emergencies and to encourage individuals to take action. As a member of both NAPO (National Association of Professional Organizers) and the National Coalition, Sherry Lee Denton of The Orderly Touch, Inc. is proud to present this workshop:

Tornado, flood, fire, chemical or biological incident, terrorist attack...all can be devastating to your business and the local economy. Preparation is the key. Like other things in our life that are unpleasant to think about, we often delay putting solid plans into service through a written plan and/or communicating that plan to our investors, customers, and employees.

This workshop outlines commonsense measures you and your management can take to alleviate the risks that would cause your company not to continue in the event of one of these disasters.

How do I notify my suppliers in such an event? Where will my employees go? How do I let everyone know our status? How do I protect my employees, customers, assets and building? Answer these questions and away with the tools you need for your business contingency plan, resources for putting your plan into action, and peace of mind knowing you've taken the first step to protect your company, your employees, the local economy and, perhaps, our nation.

Disaster Contingency Planning Workshop

Presented by:

Sherry Lee Denton, Professional Organizer

The Orderly Touch, Inc.

**FRIDAY, SEPTEMBER 26, 2008 3:00PM – 4:30PM**

**Henry County Chamber Executive Board Room**

**1709 Highway 20 West, McDonough, GA 30253**

**\$50 per registrant payable Visa, MC, Check**

***Limited Seating* Registration deadline: September 19, 2008**

**CALL: 770-707-1044 OR EMAIL: [sherry@theorderlytouch.com](mailto:sherry@theorderlytouch.com)**