



Disaster Plan

1. Weather/Severe Storms

- a. ScottPharma maintains 4-5 weeks of inventory in our warehouse in event of delayed inbound shipments. Other Certified LabDiet Dealers also maintain an equivalent back up.
- b. ScottPharma drivers are part of the Massachusetts Corporate Emergency Access System (CEAS) and can drive during storms and states of emergency.
- c. Customers will be notified immediately of any weather delays and given an updated delivery date and time.

2. Power Outages/Computer Data

- a. Inventory has a minimum shelf life of 90 days and is not perishable.
- b. All data stored electronically is backed up remotely on a daily basis. Our computer system features a backup battery and generator for emergency power.
- c. Shipment and delivery records can be filled out by hand.
- d. Generator can be used to restore power for essential equipment.

3. Employee Health/Leave Issues

- a. If a driver is out of work, additional staff members are trained as a back-up drivers and familiar with customer's deliveries.
- b. Each staff member is trained and regularly covers at least one position that is not part of his/her normal duties. In the event of an emergency, personnel can perform multiple job functions.
- c. Hired temporary staff, including drivers, will be used when absolutely necessary.

4. Building Catastrophes such as Fire, Flood or Storm Damage

- a. In case of damage to laboratory food and bedding, product will be replaced by our one of our other distributors, direct from the manufacturer or direct from another supplier within the Purina Certified Dealer Network.
- b. Inventory is continually ordered 4 to 6 weeks ahead. Suppliers deliver one to two times each week ensuring new product is always in the pipeline.
- c. All of ScottPharma Bedding Suppliers have multiple plants as a backup.
- d. Temporary warehouse space will be rented if necessary.