Join us at the Georgia Archives for a seminar on

**Essential Records IPER Course Overview**

*Intergovernmental Preparedness for Essential Records*

**Tuesday, April 26th — 10:00am-2:30pm**

This seminar will offer presentations from Georgia Archives staff, including:

- IPER background and Essential Records
- Identifying hazards and risks/mitigation
- Accessing essential records
- COOP plans and disaster response

For more information on the IPER Essential Records course material, please reference the following link located on the Council of State Archivists website—

https://www.statearchivists.org/programs/emergency-preparedness/essential-records-er-course/

**Seminar Schedule:**

9:30-10:00am—Registration and coffee  
10:00am-12noon—Morning sessions  
12:00-1:00pm—Lunch provided  
1:00-2:30pm—Afternoon sessions

Registration fee is $10.00 per person and due by April 22nd to ensure your place in the seminar. Checks should be written to FOGAH (Friends of Georgia Archives and History).

**Please mail registration form and payment to:**

Christine Garrett, Electronic Records Manager  
Georgia Archives  
5800 Jonesboro Road  
Morrow, GA 30260

This event is sponsored by generous donation from FOGAH and Georgia Public Records Solutions.  
Please email any questions to christine.garrett@usg.edu or kim.norman@usg.edu.
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Name _____________________________________________________________________________

Institution _______________________________________________________________________

Address __________________________________________________________________________

City/State/Zip _____________________________________________________________________

Email _____________________________________________________________________________

Phone ____________________________________________________________________________

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