## **TABLE OF CONTENTS**

Topic	Page No.
Acknowledgment	viii
Abstract	vi-vii
List of Appendices	ix
I Internship Report	1-3
1.1 Organization Profile, Location & Specialties	1 -2
1.2 Summary of the Job	2 -3
1.3 Learning Points	3
II Dissertation Report	4 -35
2.1 Introduction	4 - 5
2.2 Data Collection and Methodology	6
2.3 External Disaster Plan	7 - 33
2.4 Conclusion	34
2.5 Reference	35