




# HURRICANE PREPAREDNESS


**ADVANCE PLANNING CAN SAVE YOUR BUSINESS.**


**FOR YOUR BUSINESS**


Planning for hurricane season can be stressful, and because the 2020 hurricane season comes during the COVID-19 pandemic, it may be especially so. ServiceMaster Restore is ready to restore your business and your peace of mind should you encounter any storm damage during this uncertain time. As the experts in disaster restoration, ServiceMaster Restore makes the following recommendations:


## GET PREPARED

 **Evaluate your contingency plan** and make sure it is up-to-date given the circumstances surrounding the global pandemic. If you need help, give us a call. We have a variety of tools and resources available.

 **Review and understand your property's insurance coverage** including deductibles.

 **Compile an Emergency Contact List** with 24-hour telephone numbers and email addresses for essential employees.

 **Identify vital records and make back-up copies.** Store in a safe area within the facility or utilize a digital cloud-based recovery system.

 **Determine personnel responsible for maintaining the facility** and ensure that they follow CDC recommendations for protecting themselves and



others. Assign essential tasks like:

- Storing lightweight, loose items that may be blown around in the wind
- Checking security and flood lighting
- Boarding up windows and doors
- Verifying that communications equipment is functioning properly

**Stock up on emergency supplies like:**

- Food, water and First-aid kits
- Battery-operated radio and/or TV
- One flashlight per person working during the hurricane
- Extra batteries



Identify emergency power requirements and determine if a generator is available.

Provide employees with hurricane preparedness information

## PROTECT THE PROPERTY



Store files, furniture and equipment away from windows and doors.

Unplug small appliances and equipment. Turn off all electricity at the main circuit breaker including air conditioning units.

Dismiss non-essential staff.

ServiceMaster Restoration by HRB

386-267-5806

[www.SMRbyHRB.com](http://www.SMRbyHRB.com)