

# BE PREPARED FOR A HURRICANE



Hurricanes have the potential to cause significant disruption in the operations of facilities. In order to minimize the potential for a public impact and to provide continuity of operations, consider the following actions before and after a hurricane impacts your facilities. Each facility should have a site specific Emergency Response Plan.

## PREPARE FOR THE STORM: THE TIME TO ACT IS NOW.



### PRECAUTIONS YOU SHOULD TAKE INCLUDE, BUT ARE NOT LIMITED TO:

- Review your emergency response and contingency plans
- Make sure all emergency contact numbers are up to date
- Schedule staff and subcontractors for availability
- Establish contact with local fire and police, state and federal emergency agencies
- Coordinate with local power utilities the potential need to restore power
- Test emergency communication systems, including satellite phones
- Pre-arrange to purchase or lease materials, supplies and heavy equipment
- Review shut-down and start-up procedures with staff



### AT EACH FACILITY DO THE FOLLOWING:

- Inspect roofs
  - Clear drains
  - Secure or remove loose equipment or debris
  - Check for any loose branches or tree limbs that can be easily removed
- Close windows (and shutters, if applicable)
- Move portable, lightweight items, flags and banners inside
- Move patients/residents and items that might serve as projectiles away from windows; keep items off the floor
- Test emergency generators
- Turn off incidental gas and electrical appliances
- Check emergency lighting
- If the facility is used as a shelter, remove unnecessary items
- Move vehicles to higher ground and away from trees



### DURING THE STORM

- Avoid driving apparatus through deep and/or standing water. Use discretion when there may be a need for emergency response to drive through deep and/or standing water
  - The water could cause damage to the vehicle
  - Hidden dangers under the water may also cause damage to the apparatus
- If the apparatus is exposed to salt water, take immediate action to mitigate vehicle damage, including:
  - Rinse the body, undercarriage and storage compartments with fresh water
  - Open any doors of interior spaces to allow complete drying
- CONTACT YOUR VFIS AGENT for advice and consent on how to proceed if the vehicle's transmission or engine has been submerged or excessively exposed to salt water
- Set maximum wind speed response restrictions of when you will cease responding to calls for service
  - Personnel and apparatus safety should be primary considerations
  - Wind speeds as low as 34 knots (40 mph) impedes pedestrian progress
  - Placing personnel and equipment in harm's way may result in damage and/or injury



### AFTER THE STORM

- Establish communication with staff to assure safety and availability
- Report losses
- Make temporary repairs to prevent further damage
- Review the effectiveness of your emergency plan
- Revise your emergency response plan if warranted

*This is a sample guideline furnished to you by VFIS. Your organization should review it and make the necessary modifications to meet your organization's needs. The intent of this guideline is to assist you in reducing exposure to the risk of injury, harm, or damage to personnel, property, and the general public. For additional information on this topic, contact your representative at (800) 233-1957. © 2015 VFIS. All Rights Reserved*