

HURRICANE PREPAREDNESS CHECKLIST 2024

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Ensure your property is prepared for hurricane season with this comprehensive checklist. Don't wait, reach out to coordinate service assistance & ensure your property is ready to weather the storm.

- Develop an emergency plan tailored to your property's needs.
- Identify evacuation routes and assembly points for tenants and employees.
- Communicate the emergency plan to all stakeholders and ensure everyone knows their roles and responsibilities.
- Inspect the building's roof, walls, and foundation for any signs of damage or weakness.
- Reinforce vulnerable areas and repair any existing damage to ensure structural integrity.
- Secure outdoor equipment, signage, and furniture to prevent them from becoming projectiles in high winds.
- Install impact-resistant windows and doors to protect against windborne debris.
- Clear gutters, downspouts, and drains of debris to prevent water buildup and flooding.
- Test and maintain backup systems such as generators and sump pumps to ensure they are operational.
- Stockpile emergency supplies including first aid kits, flashlights, batteries, and non-perishable food and water.
- Develop a communication plan to keep tenants, employees, and stakeholders informed before, during, and after the storm.
- Stay informed about weather conditions and evacuation orders by monitoring local news and weather alerts.
- Identify nearby shelters and emergency services in case evacuation becomes necessary.
- Review insurance coverage and ensure it protects against hurricane-related damage.
- Document the condition of the property before the storm for insurance purposes.
- Create a checklist of tasks to complete before the storm hits, such as securing loose items and shutting off utilities if necessary.
- Establish a system for post-storm assessment and recovery, including inspecting the property for damage and coordinating repairs.
- Maintain a list of contact information for emergency services, utility providers, and contractors for quick access.
- Have regular training exercises to ensure everyone knows what to do in an emergency.
- Review and update your hurricane preparedness plan annually to incorporate lessons learned and any changes to the property or local regulations.