



360 FIRE & FLOOD
PROPERTY RESTORATION

HURRICANE *READINESS GUIDE*

Protecting Your Business Assets

24 - HOUR EMERGENCY RESPONSE
360FIREFLOOD.COM | (833) 360-3334



360 FIRE & FLOOD
PROPERTY RESTORATION



AT 360 FIRE & FLOOD

We understand that hurricanes can severely impact your business operations, affecting both your bottom line and customer trust. While it's impossible to completely shield your business from a hurricane's effects, proper preparation can significantly reduce the impact and speed up your recovery process.

Our disaster recovery specialists have compiled this guide to help you safeguard your commercial property.

For personalized advice or to schedule a consultation, please contact our **24/7 emergency response helpline at 833-360-3334**

PRE-HURRICANE SEASON CHECKLIST

STRATEGIC PLANNING:

- ☐ Develop and regularly update an emergency response plan
- ☐ Form a dedicated Emergency Management Team
- ☐ Review and restock emergency supplies
- ☐ Maintain an up-to-date emergency contact roster, including key suppliers and local officials
- ☐ Establish clear communication protocols
- ☐ Keep a current list of all staff members with contact information
- ☐ Define and communicate evacuation procedures
- ☐ Perform routine maintenance checks
- ☐ Monitor hurricane forecasts daily during hurricane season

PROACTIVE MAINTENANCE:

- ☐ Trim or remove trees that pose a risk to buildings or utility lines
- ☐ Secure or store away outdoor items that could become projectiles
- ☐ Verify functionality of fire and carbon monoxide detection systems
- ☐ Test backup power systems and ensure adequate fuel supply
- ☐ Confirm proper operation of water removal systems
- ☐ Relocate hazardous materials to secure storage areas
- ☐ Clear all drainage systems
- ☐ Conduct a thorough roof inspection and repair as needed
- ☐ Properly anchor and protect immovable outdoor equipment

WHEN A STORM IS **APPROACHING**

INITIAL RESPONSE:

- ☐ Brief all employees on emergency procedures
- ☐ Reach out to 360 Fire & Flood to discuss potential support needs
- ☐ Document staff evacuation intentions
- ☐ Secure vital records and valuable assets
- ☐ Ensure staff are trained in safety protocols
- ☐ Top off fuel for emergency generators and conduct final tests

FINAL PREPARATIONS:

- ☐ Confirm 360 Fire & Flood's availability for post-storm assistance
- ☐ Verify evacuation routes and employee plans
- ☐ Distribute updated emergency contact information
- ☐ Double-check emergency supply readiness
- ☐ Ensure all vehicles are fueled
- ☐ Establish a post-storm meeting point
- ☐ Collect and secure all essential building keys
- ☐ Perform full data backups
- ☐ Arrange for staff re-entry authorization if required
- ☐ Document property condition with photos or video
- ☐ Gather and protect all relevant insurance documents
- ☐ Conduct a final property sweep for potential hazards

SECURING THE **PROPERTY**

EXTERIOR MEASURES:

- ☐ Thoroughly clean all water drainage systems
- ☐ Bring in all exterior displays and furnishings
- ☐ Remove all exterior signage
- ☐ Clear the roof of any removable items
- ☐ Secure any items that cannot be moved indoors
- ☐ Protect windows and glass doors with shutters or boards

INTERIOR PRECAUTIONS:

- ☐ Relocate valuable items away from windows
- ☐ Clear all surfaces of small objects
- ☐ Secure all wall hangings and decorations
- ☐ Move important equipment and documents to central, protected areas
- ☐ Elevate ground floor items onto desks or tables
- ☐ Empty and secure contents of ground-level filing cabinets
- ☐ Create an inventory of relocated items if time allows
- ☐ Unplug all non-essential electrical equipment
- ☐ Shut off gas supply to reduce fire risk
- ☐ Cover and secure all valuable equipment with waterproof materials
- ☐ Close all window treatments
- ☐ Power down main electricity, leaving only essential systems running
- ☐ Conduct a final walkthrough to ensure all precautions are in place
- ☐ Inform local authorities of any specialized equipment you have that could assist in recovery efforts



DURING THE HURRICANE

FOR THOSE WHO *EVACUATED*

- ☐ Provide regular status updates to designated contacts
- ☐ Await official clearance before attempting to return

FOR THOSE *SHELTERING IN PLACE*

- ☐ Remain in a windowless, interior room
- ☐ Maintain communication with emergency contacts when possible
- ☐ Adhere to instructions from local authorities
- ☐ Stay indoors until the all-clear is given

| POST-HURRICANE *ACTIONS*

IF YOU *EVACUATED*

- ☐ Do not return until authorities declare it safe

IF YOU REMAINED *ON SITE*

- ☐ Continue to provide status updates and report any observed damage
- ☐ Do not enter areas with standing water due to contamination risks
- ☐ Avoid entering any structures that appear damaged
- ☐ Treat all fallen power lines as live and extremely dangerous

***For immediate assistance with storm preparation or recovery, contact 360 Fire & Flood at 833-360-3334.
Our team is ready to help protect your business before, during, and after a hurricane.***