Flooding Preparedness - Businesses

Preparing Employees

- Education and Training
  - Potential Hazards
  - Evacuation Routes and Shelter Locations
  - Provide Resources via Handouts or Online
- Emergency Kits
  - Encourage or Provide Personal Emergency Kits
- Communication Channels
  - Clear Channels
  - Use Tools Like Text, Email, Phone Trees
- Workplace Policies
  - WFH
  - Leave Policies
  - Pay During Disasters
  - Emergency Policies
- Employee Assistance Programs (EAP)
  - Emotional Support
  - Personal Impact
- Mental Health Awareness
  - Promote Awareness and Seeking Help
- Practice Drills
  - Conduct Regular Drills for Emergencies
- Community Resources
  - Share Shelters, Food Banks, etc

Apps

- Clime: NOAA Weather Radar Live
- The Weather Channel
- Floodwatch
- FloodAlert Waterlevel Alerts
- FEMA

Preparation

- Crisis Management Plan
  - Develop Written Plan
  - Conduct Drills for Emergencies
  - Identify Key Employees and Roles During Emergency
- Property Protection
  - Locate Main Gas abd Electrical Shut-offs
  - Anchor Fuel Tanks and Other Potential Hazards
  - Use Plugs to Prevent Floodwater From Backing Up Sewer Drains
  - Install Flood Vents and Flood Proof Barriers
- Insurance Review
  - Review Insurance Policy for Coverages and Exclusions
  - Know What is Covered and What Isn't!
- Emergency Communication
  - Establish Method of Communication (ie Phone Tree, Alert System, etc)
  - Update Employees Emergenccy Contact Information Regularly
- Business Continuity
  - Make Plan for IT, HR, Payroll, Benefits Functions to Operate During and Post Disaster
  - Consider Remote Work if Work Site is Restricted
  - Make Travel, Hotel, Meal Arrangements in Advance

During Event

- Prioritize Life Safety
- Send Non Crucial Staff Home
- Raise Elevators to the Second Floor and Turn Them Off
- Stay Informed and Update Employees As Needed

Post Event

- Safety First
  - Assess Hazards
  - Evacuate if Necessarty
- Communication
  - Employee Check-ins
  - Use Emergency Channels
- Property Assessment
  - Inspect Property
  - Document Damages
  - Secure Property
- Utilities and Infrastructure
  - Gas and Electric - Turn on When Safe
  - Water Supply - Check for leaks / contamination
  - Sewer System - Avoid Using Until Inspected
- Food and Water
  - Discard Perishable Food
  - Use Bottled Water Until Confirmed Safe
- Health and Hygiene
- Emotional Well-being
  - Recognize Stress and Anxiety
  - Talk to Others
  - Seek Professional Help
- Community Support
  - Help Neighbors
  - Use Local Resources
- Insurance Claims
  - Contact Insurance Carrier
- Long-Term Recovery
  - Post Review of Plans

Personal Emergency Kits

- Water
- Medications
- Non Perishable Food
- Important Documents

Online Resources

- Ready.gov - www.Ready.gov/floods
- National Weather Service - www.weather.gov/safety/flood
- CDC Floods - www.cdc.gov/disasters/floods/index.html

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