

# SAFETY BULLETIN

## HURRICANES

*Hurricane Season: June 1 - November 30; Peaking in August and September*

### PRELIMINARY PREPARATIONS

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#### ESTABLISH AN EMERGENCY PREPAREDNESS PLAN (EPP)

- Plan should consider prevention, emergency response and disaster recovery.
- Designate an Emergency Coordinator and an EPP team, assigning responsibility to specific employees.
- Discuss hurricane procedures at General Safety and Project meetings.

#### MAINTAIN A ROSTER OF:

- Laborers/carpenters who might be needed in an emergency.
- Electricians/plumbers/technicians needed to secure site and remobilize after the storm.
- Key contacts for all subcontractors/suppliers/manufacturers.
- If an EPP is already in place, review and update as needed.

#### FACILITIES

- Brace outside storage tanks and other structures.
- Inspect all battery-powered equipment; verify backup power.
- Inspect sewers and drains; free any obstructions. Check drainage pumps.
- Examine roof and flashing; install straps or clips to securely fasten roof to the frame structure.
- Scan the landscaping; prune dead branches.

#### JOB SITE

- Use hurricane anchor straps on job site office trailers, tool trailers and other temporary storage facilities.
- Ensure protection of project records.
- Maintain clean site and work areas.
- Verify that the owner's Builder's Risk policy is in effect and covers wind or storm damage.
- Acquire clean-up materials and tarps for protection of indoor equipment.

### 72 HOURS PRIOR TO HURRICANE

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#### EVENT PREPARATIONS

- Confirm that all preliminary preparations have been made.
- Check roof, drains and piping; clear debris.
- Check floor drains and sumps; clear debris.
- Check storm water basins/gates; clear debris.

- Ensure integrity of roof flashing, windows and window latches.
- Use plywood to protect from flying objects.
- Test run backup power; top off fuel in generators.
- Assemble supplies for emergency crews and emergency repairs.
- Protect vital records and secure backups.
- Inspect fire prevention equipment.
- Move all vehicles to higher ground.

## **JOB SITE**

- Photograph the entire project site. Keep photographs in a safe location.
- Bring all job site files, small office equipment and tools into the main office or temporarily relocate them to a safe location.
- Postpone delivery of materials that cannot be adequately protected.
- Band all loose materials on the site and secure to floors and columns.
- Clean the site of loose debris, tools and materials. Empty and secure all trash containers and remove trash from the site.
- Cover all openings with plywood/shutters.
- Power down energized buildings.
- Lower all cranes.
- Ensure that hoist platforms are on the ground and all towers are securely in place.
- Alert all subcontractors and suppliers that the project site will be closed and off limits.

## **DURING THE HURRICANE**

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### **EMERGENCY RESPONSE**

- Patrol the site continuously if safe to do so.
- Search for any sustained damage.
- Check for leaks and impairment to fire systems.
- Shut off any valves where pipes have broken.
- Watch for flooding; use sandbags when necessary.
- Complete any emergency repairs that are possible and safe to perform.
- Watch for reverse winds after the eye of the storm has passed.

## **AFTER THE HURRICANE**

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### **EMERGENCY RECOVERY**

- Conduct roll call of all on-premises personnel.
- Assess damage.
- Check for safety hazards (downed trees, branches, power lines, leaking gas, blocked drains).
- Photograph and document damage.
- Make temporary repairs.
- Begin salvage operations.

*For more information, please contact your local Risk Management Consultant at [800.257.1900](tel:800.257.1900) or [riskmanagement@amerisure.com](mailto:riskmanagement@amerisure.com)*

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