

2018 HURRICANE SEASON PREPAREDNESS



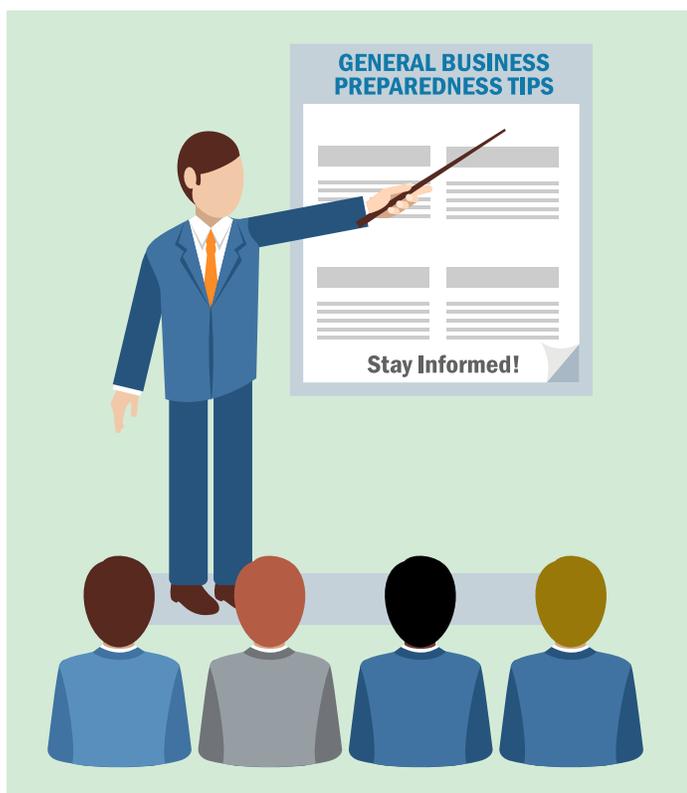
BUSINESS CONTINUITY



When hospitals, schools, shopping centers and other key private and public facilities reopen after a disaster, people are able to go back to their regular schedules, society gets moving and the economy starts its recovery.

Business continuity planning can help businesses keep moving forward and recover faster from any disruption. Businesses interested in participating in FEMA's Continuity of Operations workshops, may email their request to fema-privatesector-4339-pr@fema.dhs.gov. Continuity of Operations, or COOP, is a federal government initiative that ensures state and federal agencies are able to continue performance of essential functions under a broad range of circumstances.

GENERAL BUSINESS PREPAREDNESS TIPS



- Anticipate water, electricity, telecommunications and other utility disruptions. Speak with service providers and identify backup options.
- Make sure your facilities are in working order and meet local hurricane building code specifications.
- Develop a preparedness program to help identify ways to protect facilities, physical assets and electronic information. Be sure to engage people with disabilities and access and functional needs in your emergency planning.
- Create a communications plan to keep in contact with customers, suppliers and employees during and after a storm. Be prepared to provide employees with information on when, if and how to report to work following an emergency. Consider those instances where telecommuting would be an option.

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PREPARE!

- The time to prepare for a hurricane is before the season begins when you are not under pressure.
- Being prepared can mean the difference between being a hurricane victim and a hurricane survivor.
- If you or someone in your family is experiencing issues with disaster-related stress, call **Línea PAS at 800-981-0023, TTY 888-672-7622.**

GENERAL BUSINESS PREPAREDNESS TIPS



- Determine what parts of your business need to be operational as soon as possible and plan how to resume those operations.
- Check insurance policies to ensure you have enough damage coverage. Additional business disruption insurance could help cover loss of income after a storm.
- Go to FEMA's Map Service Center, enter your address and choose "Interactive Map" to see your flood zone. Speak to your insurance agent about how to protect your home and/or business with flood insurance.
- Keep copies of important records such as building plans, insurance policies, employee contact information, bank account, computer backups and other priority documents in a waterproof container. Store a second set of records at an off-site location.
- Develop professional relationships with more than one company in case your primary contractor cannot service your needs.
- Identify and prepare for any support your employees, clients and communities may need.
- Businesses interested in joining the National Business Emergency Operations Center to share information and situational awareness during hurricane response activities should contact **fema-privatesector-4339-pr@fema.dhs.gov** for additional information.
- Stay informed by listening to local officials.
- Download the FEMA App at **fema.gov/mobile-app** to receive severe weather alerts, safety tips and much more. Stay updated with weather-related alerts from the U.S. National Weather Service.



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or
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fema.gov/disaster/4339 to stay on top of Puerto Rico's recovery updates from Hurricane Maria and the latest preparedness tips for the 2018 hurricane season.



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