



HURRICANE & NATURAL DISASTER PREPAREDNESS CHECKLIST

FOR RETAIL & RESTAURANT SECURITY GUARDS

STAY INFORMED:

- Monitor weather updates from reliable sources.
- Stay updated on evacuation orders and emergency alerts.

EMERGENCY CONTACT LIST:

- Maintain an updated list of emergency contacts.

TRAINING & DRILLS:

- Conduct regular training sessions on emergency procedures.
- Practice evacuation protocols and communication techniques.

PREMISES INSPECTION:

- Regularly inspect the facility for potential hazards.

OUTDOOR AREA PREPARATION:

- Secure or remove loose objects.
- Close and secure outdoor gates, windows, and doors.

BACKUP POWER & EQUIPMENT:

- Identify and test backup power sources.
- Verify functionality of security systems.

COMMUNICATION EQUIPMENT & PROTOCOLS:

- Ensure access to reliable communication devices.
- Establish communication protocols.

EVACUATION PLAN:

- Establish clear evacuation routes and assembly points.
- Train security guards on evacuation procedures.

EMERGENCY SUPPLIES:

- Maintain a well-stocked emergency supply kit.

CUSTOMER & EMPLOYEE ASSISTANCE:

- Provide clear instructions and guidance.
- Assist individuals with additional needs.

LOCKDOWN PROCEDURES:

- Establish and communicate lockdown procedures.

COLLABORATE WITH EMERGENCY SERVICES:

- Coordinate and cooperate with local authorities.

POST-DISASTER ASSESSMENT & REPORTING:

- Conduct a thorough assessment of damages.
- Document and report findings.

COMMUNICATE WITH MANAGEMENT & STAKEHOLDERS:

- Maintain regular communication with management.
- Share information with stakeholders.

REOPENING & RECOVERY:

- Assist in assessing safety and readiness.
- Implement security measures if necessary.

Customize this checklist to your specific needs and consult with relevant stakeholders to ensure the safety and security of your establishment.

For more information on pre and post hurricane capabilities please email us at info@retailsecurityservices.com or call +1 631-719-7261

