

Severe Weather Emergency Preparedness Checklist

Use this checklist as a quick starting point for your workplace:

☐	Have we identified the severe weather hazards most likely to affect our workpl
☐	Do we have designated shelter locations?
☐	Do employees know where those locations are?
☐	Do outdoor workers know where to seek shelter?
☐	Do we have multiple ways to receive weather warnings?
☐	Do we have a reliable way to communicate warnings to employees?
☐	Do we have procedures for visitors and contractors?
☐	Do we know who is responsible for activating the emergency plan?
☐	Do we have backup personnel assigned?
☐	Have we identified the severe weather hazards most likely to affect our workpl
☐	Can we account for employees during an emergency?
☐	Do we have emergency supplies available?
☐	Are flashlights and batteries checked regularly?
☐	Do we have first aid supplies readily available?
☐	Have we addressed severe weather at each active jobsite?
☐	Do we have procedures for stopping outdoor work?
☐	Do employees know when they are expected to evacuate or shelter?
☐	Have we practiced our severe weather procedures?
☐	Do we review and update the plan when conditions change?

ace?

ace?