1.0 **Storm Hazard Awareness**
When warned by the Weather Forecast, the Superintendent will designate an observer to monitor real time weather radar and warn the site when appropriate.

1.1 **Hurricane Preparation and Reaction Plan**
- The Superintendent is responsible for these preparations and the implementation of these plans.
- The site will not be occupied during the storm if it is in the hurricane path.
- Preparations will be made in time for personnel to prepare for the storm at their homes.

1.2 **Preparations**
- Develop, maintain and distribute a list of emergency telephone numbers for employees, authorities and our customer.
- Organize a Damage Survey and Repair Team. This team will be the first on the site to assess damage after the storm and make the site safe enough for the return of the entire workforce.
- Prepare to make phone calls to inform employees of when to return to work.
- Identify and avoid long term material storage in areas prone to flooding. Move materials out of these areas if possible.
- Identify vulnerable work in progress and determine how to best protect it from damage whether by boarding up (or wrapping in plastic) windows, sand bags, capping pipes, buried incomplete underground, etc.
- Develop a list, procure and store supplies necessary for preparing the site for a hurricane.
- Keep the project free from an accumulation of debris and scrap material that can become windblown hazards. This will reduce the amount of time necessary to complete preparations on the job site in the event of a hurricane emergency.
- Be prepared to anchor or restrain everything that could blow away with banding and banding tools for materials. Look and see what will fly, then restrain it.
- Be alert to job conditions that require advance attention or special material so as to reduce emergency preparation time.

1.5 **When a Hurricane Approaches**
- The Superintendent will decide when to prepare the project for a hurricane or tropical storm.
- Check the supplies against the inventory list stockpiled at the beginning of the hurricane season.

1.6 **Housekeeping**
- Ensure that all loose scrap material is gathered up and disposed of in the dumpsters.
- The Superintendent shall:
  - Identify vulnerable material and work in progress and determine how to best protect it from the effects of flooding and high winds.
  - Ensure that all electronic equipment in storage is protected from rising water.
  - Ensure backup electrical generator power is available, as required.
  - Turn off the power and water to the office trailers.
  - Ensure that critical project documents are protected from damage. Move them to a permanent structure if necessary.
1.7 **After the Storm is Over**

- Assemble the Damage Survey Team. The Damage Survey Team will inspect the job site, identify and document the damage, prioritize repairs, complete Job Hazard Analysis and Safe Plans of Action, and then initiate repairs with a skeleton remobilization crew of skilled tradespersons.
- Immediate steps may be taken without written authorization to make emergency and temporary repairs on the project site. To the extent possible, these repairs and the damage should be videotaped and photographed and the scope of any emergency or temporary repairs carefully documented, along with the reasons why they needed to be done.
- Class A hazards will have priority and must be abated before calling in the whole workforce to resume construction.
- Do not touch loose or dangling wires. Take precautions to eliminate or notify others of its existence.
- Stay clear of disaster areas where we may hamper first aid or rescue work. Be prepared to offer assistance with equipment.
- Stay alert as to prevent any fires. (Water pressure will be low.)
- Complete preparations for the return of the workforce.
- Make phone calls to inform employees to return to work.
CHECKLISTS

✓ 72 HOUR CHECKLIST
- Confirm that all emergency contact information is current.
- Verify that all erosion and sediment control devices are in place and meet adequate standards.
- Verify that all storage and office trailers are correctly tied down.
- Confirm all pumps and generators are in working order.
- Ensure that there is sufficient supply of banding, clips, duct tape, tarps and sandbags as well as the manpower to accomplish preparations.
- Ensure that there is enough time to accomplish necessary preparations for the hurricane.

✓ 48 HOUR CHECKLIST
- Review 72 hour Checklist.
- Notify owners of unsecured trailers and storage containers to anchor them or remove them from the site.
- Review all scaffolding. Remove, stack and band planks, secure scaffolding or take it down. Verify that all equipment is fueled and all storage cans topped off and secured to prevent contamination of soil or wetlands.
- Remove or secure unnecessary materials or equipment from job site.
- Begin banding loose materials.
- Review site drainage patterns and relocate materials stored in sheet low lands.
- Remove screening on fences, signs, etc.
- Back-up all computer records.

✓ 24 HOUR CHECKLIST
- Review 48 hour Checklist.
- Document the status of the project with pictures and store them in a dry secure place.
- Back-up all computer files on diskette and store them in a dry secure place.
- Ensure that all windows are secured appropriately and move all items vulnerable to water damage away from windows.
- Remove or anchor all trailers and storage containers that are not secured.
- Tie down all materials and place weight of some sort (rebar, block, etc.) on items that can be physically moved.
- Review stored materials for potential of windblown wind damage.
- Tie netting on all trash containers that are not empty.
- Confirm the inventory of all equipment in the office and in the field.
- Take pictures of site conditions for insurance purposes.

✓ 12 HOUR CHECKLIST
- Review 24 hour Checklist.
- Turn off water, power, gas, etc. at source.
- Evacuate site.
- Take pictures of any changes to the site conditions for insurance purposes.