



Job Site Hurricane Checklist for Florida Contractors

Atlantic hurricane season runs from June 1 to November 30. A storm can shut down a job site with little time to act, so it helps to decide who does what before a watch is ever issued.

Your safety staff or a competent person on site should make the final calls.

At the start of the season

- ☐ Write a hurricane plan for each active site. Name who decides to shut down and who secures each part of the site.
- ☐ Keep an up to date contact list for crews, subs, suppliers, rental companies, the owner and us.
- ☐ Read your builders risk policy or installation floater for its named storm or windstorm deductible and any storm rules. Ask us if you're not sure what it requires.
- ☐ Take dated photos or video of each site so you have a record of its condition.
- ☐ Check rental and lease agreements for equipment you'd have to secure or return.
- ☐ Back up plans, permits, contracts and job records off site.

When a hurricane watch is issued

- ☐ A hurricane watch means hurricane conditions are possible. It's usually issued 48 hours before tropical storm force winds are expected.
- ☐ Pick up or tie down loose materials, tools and debris. Wind can turn them into dangerous objects.
- ☐ Empty or secure dumpsters, and secure portable toilets.
- ☐ Follow the maker's instructions for cranes, lifts and other tall equipment.
- ☐ Have a competent person check scaffolding. Remove or secure tarps, netting and wraps that can catch wind.
- ☐ Move equipment and materials away from low spots that flood.
- ☐ Check erosion controls and drainage.
- ☐ Take dated photos of the secured site.

When a hurricane warning is issued

- ☐ A hurricane warning means hurricane conditions are expected. It's usually issued 36 hours before tropical storm force winds are expected.
- ☐ Finish securing the site and stop work in time for crews to get home and prepare.
- ☐ Shut off temporary power, fuel and water as your plan says.
- ☐ Lock gates and buildings.
- ☐ Make sure no one stays on site during the storm.
- ☐ Follow evacuation orders from local officials.

After the storm

- ☐ Wait until local officials say it's safe to travel.
- ☐ Check on your crews.
- ☐ Have a competent person walk the site before anyone goes back to work.
- ☐ Watch for downed power lines, damaged structures, flood water, falling objects and heat. Run generators outdoors only, away from doors and windows.
- ☐ Take photos and video of damage before cleanup.
- ☐ Take reasonable steps to keep damage from getting worse, such as tarping. Keep receipts.
- ☐ Report damage to your insurance company and to us.

Flood damage is often treated differently from wind damage. Ask us how your builders risk, equipment and other policies handle flood.

Sources: National Hurricane Center, Glossary (season dates and watch and warning timing); NOAA, Hurricane Preparedness; OSHA, Hurricane Preparedness; OSHA, Hurricane eMatrix; Florida Division of Emergency Management, Plan and Prepare; Ready.gov, Ready Business.

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