

## WINTER PROTECTION FOR YOUR BUILDING AND BUSINESS



Severe winter weather can cause many problems. Winter weather can arrive in many forms: snow, ice, rain, blizzards, and high winds. Many times it is a combination of any of these. Properly preparing for winter weather can reduce the possibility of a loss to your building or your business.

The following points should be checked prior to and/or during severe winter weather to prevent winter losses:

### Building Structure and Equipment

- \_ Arrangements made for snow removal from driveways, sidewalks and walkways
- \_ Snow removal equipment in good condition
- \_ All openings weather tight, insulation adequate, roof drains open
- \_ Idle equipment (air tanks, lines, etc.) drained, lubricated as needed
- \_ Excessive snow loads removed from roofs to prevent collapse
- \_ Building temperatures monitored frequently especially at night or on particularly cold weather
- \_ Make sure any equipment containing water, or has water in it or running through it, is properly drained
- \_ Accumulations of ice, snow cleared from hydrants, driveways, sprinkler control valves, hose cabinets and other essential equipment to allow effective fire suppression

### Protective Systems

- \_ All areas with wet pipe sprinklers, dry pipe valve enclosures and pump houses adequately heated
- \_ Anti-freeze solutions in systems checked for proper concentration
- \_ Fire department connection and fire hose properly drained
- \_ All areas of the building heated sufficiently to prevent sprinkler system from freezing

### Heating Equipment

- \_ Insulation on piping adequate and in good condition to prevent freezing
- \_ All heating equipment in good repair and properly maintained
- \_ Chimneys, smoke pipes, and flues in good condition and cleaned
- \_ Adequate clearance to combustible building materials, stock, etc

### Fire Extinguishers

- \_ All units properly charged and serviced
- \_ Fire extinguishers protected from the cold
- \_ Extinguishers clear and unobstructed



### Snow Removal By Sub-Contractors

- \_ Obtain certificates of insurance, check for adequate insurance limits
- \_ If possible, name company as an additional insured under the subs' insurance policy

- \_ Determine exactly the services they will provide
- \_ Decide on when they will respond (certain amount of snowfall, predetermined time)
- \_ Determine best placement of snow by the sub-contractor

### Emergency Preparedness Program

- \_ Employees notified of emergency closing (phone tree, radio)
- \_ Plan in place to maintain necessary business and building functions
- \_ Essential personnel designated to remain in building

Remember to always inspect your building, equipment, and grounds after a storm. Look for damage and initiate repairs as soon as possible to prevent any further damage. Evaluate your winter storm procedures to see if they were successful, and accomplished everything anticipated. If not, make the necessary changes. We can't do anything about the weather, but we can take steps to prepare for it.

