

## Windstorm Preparedness Checklist

Campus Location		Date	
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Forecasting	Y/ N	Comment / Action
Monitor weather forecasts, understand potential wind speed, direction and duration. Review emergency plans and update management and maintenance accordingly. Consider additional controls . postponement for any campus events / activities during the storm period.	Y  N	
Confirm emergency supplies and equipment are accessible and include materials for temporary repairs etc.	Y  N	
Preparation	Y/ N	Comment / Action
Inspect buildings and repair loose roof coverings, flashing, edging strips and secure accessories (roof plant).	Y  N	
If needed, anchor large equipment, such as cranes, scaffolding , hording etc. Fill aboveground tanks to capacity with product or water to prevent movement / wind damage.	Y  N	
Ensure any outdoor equipment, machinery, stock and other debris are secured. Consider relocating valuable and/or critical stock and materials from at risk sites to safer locations.	Y  N	
Review tree health and consider removing any large trees or limbs that could fall and damage buildings, outdoor equipment, power lines, etc.	Y  N	
Preemptively fill fuel tanks of generators, water tanks etc.	Y  N	

Response	Y / N	Comment / Action
Ensure emergency plans, key contacts, and adequate staff and response teams for the storm period.	Y N	
Where safe patrol the campus and watch for roof leaks, pipe breakage, fire or structural damage and of building services.	Y N	
Post storm (when safe to do), prepare emergency crews for salvage and cleaning operations. Pay particular attention to the following: <ul style="list-style-type: none"> <li>- Structural damage</li> <li>- Life safety and fire controls are operations (restore systems as a priority)</li> <li>- Inspect and repair electrical systems and equipment before re-energising.</li> <li>- Ensure buildings are secure to prevent unauthorised entry.</li> <li>- Clear any debris from the roof and yard drains, gutters.</li> <li>- Notify LFA / ARC and site security if any communication or alerting system are impaired.</li> </ul>	Y N	

Actions needed / Notes	Date	Owner

<b>Signature</b>	<b>Date</b>
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If you would like to conduct a more detailed storm resilience check of your campus, please contact the UMAL risk control team.