

LOGGING CONTRACTOR HURRICANE PREPAREDNESS CHECKLIST

BEFORE HURRICANE SEASON

- Develop a hurricane operations plan. This should include actions and procedures concerning what to do with equipment, how to prepare employees, what supplies to stockpile, etc. Including the following:
- Develop an employee roster with current contact information. (The roster will be used to contact employees about company hurricane plan activation and to check their status after the storm.)
- Arrange for a backup communication system. (Cell phones, walkie-talkies and CB radios)
- Assign employees to specific hurricane duties. (For example: mechanics in charge of shop preparations, crew members in charge of various equipment preparations and fuel acquisition, office personal in charge of storm monitoring and plan activation, etc)
- Specify a timeline for when hurricane preparation procedures & actions will be implemented
- Develop a plan to secure equipment during a storm. (Park in a open area with firm ground, secure all doors, windows, booms, grapples, etc)
- Help employees develop a personal family hurricane disaster plan. (Family safety, well being and security are critical factors in an employees ability to return to work and the businesses ability to quickly recover and respond to the event.)
- Look into Pre-Disaster Stand-By Contracts. (FEMA Public Assistance Program applicants like counties, state agencies and utilities seek bids for potential disaster debris removal work every year.)
- Review business insurance. (Insure you are up to date & know payment schedules through hurricane season.)
- Arrange for proof of insurance documentation before hurricane season. (Talk with your insurance provider about being prepared to provide certificates of General Liability, Workers Compensation Insurance and Auto Liability for truck drivers quickly & without confusion in the event of a hurricane disaster.)
- Prepare a list of references. (A list of satisfied customers you have worked for and their contact information.)
- Prepare a contact list of independent truckers and other important vendors (The most valuable commodities in a disaster situation are often trucks and drivers.)
- Develop an emergency “Out of the area” business contact. (Develop a contact for emergency business support outside of the area of potential hurricane impacts for help with fuel, equipment, personnel, etc.)
- Train equipment operators in hurricane timber salvage safety and techniques. (Training sessions can be informal group discussions about experiences with past salvage operations, reminders of how timber & harvest techniques change with wind disasters, and the importance of patience and safety for all.)
- Inspect, repair and maintain all usable equipment. (Prior to and monthly during the hurricane season inspect equipment thoroughly. Maintain an adequate supply of replacement hoses, fluids, filters and anticipated replacement parts through out the season and replace inventory when it is used.)

DURING HURRICANE SEASON

- Monitor the weather /storm. Have a weather monitoring plan and identify who is responsible for monitoring weather forecasts, watches and warnings.)
- Review the hurricane plan monthly. (Review hurricane procedures and employee assignments.)
- Arrange to have cash on hand during a disaster emergency. (Cash always works.)
- Maintain an adequate fuel supply to cover emergency situations. (At least a 3 to 5 day supply of reserve fuel cycled weekly and all road vehicles topped off daily during the hurricane season.)
- Inspect, repair and maintain all usable equipment. (Monthly during the hurricane season inspect equipment thoroughly. Maintain an adequate supply of replacement hoses, fluids, filters and anticipated replacement parts through out the season and replace inventory when it is used.)
- Inventory replacement hoses, fluids, fittings and commonly replaced parts monthly during hurricane season.
- Train employee equipment operators in hurricane timber salvage safety and techniques. (Training sessions can be informal group discussions about experiences with past salvage operations, reminders of how timber & harvest techniques change with wind disasters, and the importance of patience and safety for all.)
- Update employee contacts when needed and reassign hurricane duties.
- Maintain adequate emergency supplies and equipment during the hurricane season. (Being prepared to help yourself and your employees with water, food, generators and other emergency supplies will go a long way to getting the business back up and working quickly.)
- Update contact lists of independent truckers and other vendors monthly or as needed.
- Locate an area on or near ongoing logging operations that can be easily & safely accessed after a hurricane landfall to park equipment. (Realistically not all equipment can be moved off an ongoing operation before a hurricane land fall. Equipment can be moved closer to paved roads, into firm open areas, etc.)
- Be prepared to move equipment. (A skidder statically located at a specified location like the business headquarters can help clear the way and get the business back in operation quickly.)