

SEVERE WEATHER BEST PRACTICES



FOCUS AREAS FOR YOUR PROPERTY



**Inspection and
Maintenance**



**Windows and
Doors**



Building Exterior



**Pre-Storm
Checklist**

All recommended actions should be performed by trained professionals only when safe to do so and in accordance with all applicable standards and regulations.

ROOF INSPECTION AND MAINTENANCE

Drainage



Regularly **clear debris from roof drains** and their corresponding discharges to help avoid build-ups that can eventually cause ponding water.

Roof Flashing



Repair damaged or **unsecured flashing and fascia**, which are the first line of defense in protecting your building envelope and preventing your roof covering from dislodging.

Equipment



Secure **loose rooftop equipment**, such as HVAC or lightning protection systems, building materials, or tools, to help prevent roof penetrations that allow water intrusion. Remove any items that you can't secure.

Ponding Water



If ponding water is on your roof, **remove vegetative growth** and hire a licensed and insured roofing contractor to conduct a complete roof inspection.

WINDOWS AND DOORS

Securely **close windows and doors** while confirming they're tightly sealed to help prevent water intrusion or damage from high winds.

Seal all **cracks or openings around the window frame** to help minimize points of water entry, excluding weep holes meant for drainage, which should be left unobstructed.

Ensure **packaged terminal air conditioners are sealed and tilted** at least 1° toward the outside of the building to help them drain properly and prevent wind-driven water from flowing into the building.

Confirm **mounting hardware for roll-up or garage doors** is securely attached to the frame and keep doors closed during a storm to help prevent the roof from lifting off the building.

BUILDING EXTERIOR

Tree Limbs



Trim **tree limbs** and **cut back vegetative growth** hanging over or near the building that may fall and cause roof penetrations.

Hail Guards



Install **screens or hail guards on ground-mounted equipment** to protect it from hail damage and perform routine maintenance, including replacing rusted or corroded mounting screws.

Downspouts



Extend **downspouts away from the building** to help prevent water intrusion.

PRE-STORM CHECKLIST

Monitor your local weather authority to **be aware of severe weather**, and run through your pre-storm checklist to help mitigate common hazards if a storm watch is issued.

Activate your **business continuity plan** to help keep your business functioning during a significant weather event.

Visually inspect **lightning protection systems** for loose connections, corrosion, or displacement. Hire a certified contractor for any required in-depth testing and maintenance.

Secure **exterior furniture or equipment** or bring these objects indoors before a storm hits to help prevent them from becoming airborne projectiles that can break windows or penetrate roof coverings.

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