

Flood Preparedness Guide

According to FEMA, flooding is the most common natural disaster in the United States and can occur in any region at any time. Use this guide and checklist to prepare your business and employees for a flood.

Know the terms

- **Flood watch:** Flooding is possible. Tune into local weather stations for additional information.
- **Flash Flood Watch:** Flash flooding is possible. Prepare to move to higher ground and continue to monitor local weather channels for updates.
- **Flood Warning:** Flooding is occurring or will occur soon. If advised to evacuate, do so immediately.
- **Flash Flood Warning:** A flash flood is occurring. Seek higher ground on foot immediately.



Know your area's flood risk

- **Coastal Regions:** According to FEMA, coastal areas are at greater risk of flooding during hurricane season (June- November).
- **Midwest Regions:** Flooding is more common during the Spring and Summer, while the Southwest is at risk during summer monsoon season.
- **Northeast and Northwest:** Typically, these areas are most at risk of flooding during ice jams in the Spring.
- **Slosh Map:** For more information on how hurricane activity could lead to flooding in your area, take a look at this Slosh map from the National Hurricane Center (NHC).

Driving Safety

- Know the limits of your vehicle when driving, and don't put you or your passengers at risk.
- Six inches of water will reach the bottom of most passenger cars causing loss of control and possible stalling.
- A foot of water will float most vehicles, and two feet of water can carry away most vehicles including SUVs and pick-ups.

Additional Tools and Resources

- Preparing Your Business for the Unthinkable Disaster Overview from the American Red Cross
- Business Disaster Planning Checklist from the American Red Cross
- FEMA's Flood Preparedness Guide
- FEMA's Small Business Disaster Resources Toolkit
- Immedion's Disaster Recovery Checklist

Flood Preparedness Checklist



Before the Flood	
	Create and/or review your emergency communications plan.
	Communicate emergency plans to employees. Be sure they all know how they will receive updates and notices from the company. Verify contact information for employees, vendors, and clients.
	Review your disaster recovery and business continuity plans. Understand how you will continue operating in the event of a disaster and how you will protect your data and systems.
	Check your emergency supplies, including water, sandbags and additional fuel for backup generators.
	Review emergency evacuation routes and procedures. Remember that transportation routes may be disrupted during a flood event.
	Identify an alternative location from which you can conduct business should the flooding directly affect your office.
During the Flood	
	Life safety is the most important priority.
	Activate emergency communications plan.
	Notify employees to work from home or not to report to work if necessary.
	Monitor local media for updates. If told to evacuate, do so immediately.
	Be sure to keep cell phones, chargers and emergency kits readily accessible.
	If necessary, fail over to your disaster recovery environment to keep all systems online.
After the Flood	
	Be sure your water is safe to drink. Water supplies are sometimes contaminated during a flooding event.
	Avoid floodwater. The water might be contaminated with oil, gasoline or sewage. It may also be electrically charged due to downed power lines.
	Contact employees with pre-determined method of communication and discuss next steps.
	Check your primary production environment and begin operating normally again if possible.
	If not possible, begin updates and repairs while continuing to run business operations through your disaster recovery environment.
	Be careful while driving after flood waters recede.
	Flooding often causes erosion and can cause serious damage to roads, bridges, levees and buildings with weakened foundations.