

CaSSOA GUIDANCE

ADVERSE WEATHER PROCEDURE

Power Failure

Adverse weather such as flooding and storms may result in disruption to power supply. There should be provisions and procedures in place to maintain security. Most access control and security systems will have inbuilt battery backup which will allow your system to continue working for a period of time. If your security system does not have a backup power supply it may sound an alarm when the power cuts out. You should be able to disable this with a code.

Check your backup systems in case of a power failure. During an outage, safety systems such as smoke alarms, sprinklers and illuminated exit signs need a way to remain powered, so consider investing in safety systems that have a battery-powered backup option.

Provide alternative security – keep spare padlocks. to temporarily secure access points. Consider hiring a security guard until power is restored.

Notify customers of any changes to security if the safety of their vehicle is compromised.

Call your utility company for updates.

Have an emergency kit available for staff - emergency water, first aid supplies, flashlights, some rope and other basic items.

When power is restored - Check the equipment and appliances for damage.

Flooding

- Check if you are in a flood risk area – www.gov.uk/check-flooding
- Sign up for flood alerts – www.check-for-flooding.service.co.uk
- In the event of flooding, identify which vehicles are at risk – relocate if possible / Inform customers / give option to remove vehicle if safe to do so.
- Rivers, brooks, streams, culverts and roadside ditches are all watercourses even if they don't contain water all year round. If you have any of these running through, underneath or next to your property it's your responsibility to look after them. Watercourses help manage surface water, prevent flooding and improve habitats for wildlife so it's important to keep them clear and well maintained.

A flood plan should include:

- A list of important contacts, including Floodline, building services, suppliers and evacuation contacts for staff
- A description or map showing locations of key property, protective materials and service shut-off points
- Basic strategies for protecting property, preventing business disruption and assisting recovery Checklists of procedures that can be quickly accessed by staff during a flood