

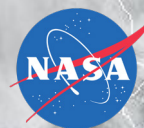
HURRICANE PREPAREDNESS

prepare your business, too.

Hurricane season puts businesses on pause;



but your business must go on.



NASA Photo: Hurricane Irma nearing the Florida Coastline



Pete the Job Guy's "Questions to Ask Before a Hurricane":



Do I have FEMA's business preparedness guides on-hand?

FEMA has assembled a list of articles that deal with most of the major concerns associated with hurricanes including: disaster recovery plans, business continuity plans, employee education materials, emergency supplies checklists, emergency response and evacuation plans, business impact analysis guides, and insurance coverage review guides.

Go to: <https://www.ready.gov/hurricane-toolkit>



Can my system manage the increase in business demand?

Your business may experience explosive growth; while growth is good, it can present many problems if you are not prepared for it. *Is your accounting set up to handle the volume? Is your accounting software robust enough?* Don't be the business leader that has a shoe box full of receipts and unpaid invoices six months after the hurricane.



Will I have enough personnel to sustain business?

For each staff member in a critical role, you should have a 'back up plan' for someone to carry on those responsibilities in the event that person cannot get to work. *Is there another employee who is cross-trained to perform the essential job functions? Will you need the help of a temporary employee (or employees) to keep your business up and running?*



Can my current staff handle the increase in requests post-hurricane?

Your business will likely experience call volumes and requests that you, presently, are not staffed to manage; you will need temporary employees to help you to file calls, examine claims, respond to client inquiries, and provide a host of support services. Now is the time to plan for an intense spike in business.

If you answered "no" to any of these questions, you need to seek more advice on how to better prepare your business post-hurricane. Call **Pete the Job Guy** with **SNI Companies** at **904.713.2550** today to ensure business continuity.



FEMA

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