

<input checked="" type="checkbox"/> BUILDING EXTERIOR	WHAT TO DO
<input type="checkbox"/> Roof	Inspect and repair the roof. Seal around vents and other protrusions to prevent roof leaks.
<input type="checkbox"/> Gutters & downspouts	Remove all obstructions and make sure they are properly secured.
<input type="checkbox"/> Exterior water lines	Drain and winterize to prevent pipes from freezing.
<input type="checkbox"/> Drains	Clear debris so that water drains away from your property.
<input type="checkbox"/> Trees	Inspect trees near structures and walk areas and remove unsafe branches.
<input checked="" type="checkbox"/> BUILDING INTERIOR	WHAT TO DO
<input type="checkbox"/> Vents	Check venting to ensure proper clearance from combustibles.
<input type="checkbox"/> Space heaters	Prohibit or minimize use of space heaters. Ensure safe location and operation.
<input type="checkbox"/> Interior pipes	Protect pipes from freezing, and be very careful if attempting to thaw a frozen pipe.
<input type="checkbox"/> Thermostats	Maintain minimum indoor temperatures in vacant spaces.
<input type="checkbox"/> Faucets	During intense cold, allow faucets to drip to prevent freezing.
<input type="checkbox"/> Alarms	Test all fire, smoke, and carbon monoxide detectors.
<input checked="" type="checkbox"/> FIRE PREVENTION SYSTEMS	WHAT TO DO
<input type="checkbox"/> Sprinkler pipes	Protect any sprinkler pipes that are exposed to freezing temperatures to prevent them from freezing.
<input type="checkbox"/> Antifreeze systems	Make sure antifreeze systems have been tested for adequate concentration in the past year.
<input type="checkbox"/> Dry pipe systems	Make sure the heat in the riser room is maintained at least 40° F minimum.
<input type="checkbox"/> Sprinkler system	Make sure the system is currently serviced, operational, and ready for winter.
<input type="checkbox"/> Fire pump rooms	Make sure that fire pump rooms are heated to 40° F minimum (warmer for diesel pumps).
<input type="checkbox"/> Connections	Keep hydrants, valves, and standpipe connections accessible and marked.
<input checked="" type="checkbox"/> SLIP, TRIP & FALL PREVENTION	WHAT TO DO
<input type="checkbox"/> Snow removal contracts	Review contracts with snow removal contractors to ensure that you have adequate protection.
<input type="checkbox"/> Sidewalks & parking lots	Keep sidewalks and parking lots free of ice and snow accumulations.
<input type="checkbox"/> Salt, ice melt & shovels	Be prepared for ice with salt, ice melt, and shovels.
<input type="checkbox"/> Exterior lighting	Check exterior lighting, especially those illuminating walking surfaces.
<input type="checkbox"/> Water drainage	Eliminate water drainage across key walking areas from downspouts and roofs.
<input type="checkbox"/> Mats & signs	Control wet walking surfaces inside and outside with appropriate mats and warning signs.
<input checked="" type="checkbox"/> EMERGENCY PREPAREDNESS	WHAT TO DO
<input type="checkbox"/> Contingency plan	If you don't have a contingency plan, create one.
<input type="checkbox"/> Flashlights & batteries	Assemble flashlights, batteries, emergency weather radio, and emergency contact list.
<input type="checkbox"/> Shutdown procedures	Establish safe equipment and shutdown procedures.
<input type="checkbox"/> Generators	Make sure generators are serviced and that fuel is on site and readily available.