

TOOL BOX TALKS

Severe Weather Planning

All companies, businesses and facilities should have a severe weather plan in place. This plan will help keep things organized when severe weather strikes the area. Severe weather plans include training, preparations and drills. All employees including temporary staff and contractors working within the facility should be informed about the severe weather plan. Training should occur on a regular basis, twice a year at a minimum. Train employees and have a plan in place before severe weather strikes your facility. Review the following safety tips with your employees.

WORKSAFE TIPS



PLAN, PRACTICE, MONITOR, ACT

- Plan, practice, monitor, act is an effective, comprehensive approach to severe weather preparedness.
- Each element is a part of the whole. If any piece is missing, you don't have a complete pie, and you won't have the same result.

SEVERE WEATHER PLANNING

- Provide a building-wide notification system for severe weather.
- Provide tools to monitor local weather information.
- Provide employees with two-way radio communications. (walkie-talkies)
- Identify designated severe weather shelters within the building.
- Head count sheets may be needed to verify whether or not all employees made it to shelter or out of the building after the storm.
- Post head count sheets within each severe weather shelter.
- Head count sheets are a list of employee names and where they work.

PRACTICE and TRAINING

- Employees must know where the severe weather shelters are located within the building.
- All employees should know the signal for severe weather and when to seek shelter.
- Supervisors and supervisor trainees must know severe weather notification methods.
- Send employees for storm spotter training, which can be obtained through the local emergency preparedness committee.
- Perform severe weather drills often. Drills keep everyone ready and prepared.

STORM MONITORING

- Monitor local AM and FM radio stations, with battery powered radios if power goes out.
- Provide a television that gets local news stations, which provide storm information.
- Monitor weather radar websites like www.noaa.gov.
- Purchase and make available an emergency weather radio.
- A police / fire department scanner may provide local emergency information as well weather radio.

ACT

- Be proactive.
- Everyone should know when to initiate the severe weather plan and sheltering.
- Everyone should know severe weather communication methods.
- Do severe weather shelter areas have enough room for employees that need them.



Smart, Accident-Free Environments

These advisory materials have been developed from national standards and sources believed to be reliable, however, no guarantee is made as to the sufficiency of the information contained in the material and Missouri Employers Mutual Insurance Company assumes no liability for its use. Advice about specific situations should be obtained from a safety professional.

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