



Sample Severe Weather Checklist: Winter Weather

Winter weather, such as freezing temperature, heavy snow fall, and freezing rain, can create a serious exposure to damage to your facility. The list below is designed to aid you in your effort to prepare your building for winter weather. All buildings have different exposures. The checklist below is customizable to fit the specific exposures at your facility.

Yes No N/A

Is snow and ice removal equipment accessible?

Is portable power and heat available? **Do not leave an open heat source or items that could potentially start a fire unattended.**

Are items that could potentially freeze adequately insulated? (Example: water pipes)

- If yes, what and how? _____

Is there a plan in place to prevent ice dams from forming on roof systems?

- If yes, what? _____

Are all drains and scuppers free and clear of debris/obstructions?

Are outdoor materials and equipment susceptible to freezing stored in a manner to prevent them from freezing?

- If yes, what? _____



Note: This checklist is not designed to ensure the safety of employees during severe weather. Employee safety should come before all else. See Your company's Emergency Action Plan (EAP) for information on employee safety during an Emergency. If you would like more information regarding EAP, please visit [MyLossControlServices.com](https://www.nationwide.com/MyLossControlServices.com) and search Nationwide's database for information on setting up an EAP.