

HURRICANE PREPAREDNESS CHECKLIST



Date & Time:

Project:

Superintendent

Remember to review the LEGO Construction's hurricane preparedness plan. Fill out this form and send a PDF copy to the company's safety department.

#	ROOF	YES	NO	N/A
1	Remove or secure roof material			
2	Secure mechanical equipment (cooling towers, etc)			
3	Remove Warning lines and safety cones (24 hrs before), This should be one of the last things to do, after you have removed and / or secured all material on the roof.			
4	Secure main access ladder, 12hrs before or winds greater than 25 Mph, red tape must be placed and access to the roof must be closed.			
5	Verify and complete as much pending work as possible, do not start new work, or make repairs that cannot be completed on the same day. Prioritize available personnel to carry out cleaning and protection tasks.			
6	Observation:			
#	OUTSIDE AREA	YES	NO	N/A
1	72 hours before remove all the fence fabrics. (fence privacy screen)			
2	48 to 36 Hrs Before, All non-essential fences should be removed from the project if possible, if it is not possible to store them inside buildings, if it is not possible to drop them to the ground and tie them down. Remember to use at least 16-Gauge Galvanized Steel Wire.			
3	36 Hrs before, all essential fences (understood as essential fences that cover electrical rooms, electrical panels, machinery with moving parts, excavations, etc.), must be anchored to the floor.			
4	24 hours before securing and closing all doors where no work is being done. 12 hours before closing all doors. Verify that the doors of the areas where work is closed and secured so that they do not open with winds.			
5	24 hours before, all temporary toilets must be removed or insured. You can put weight like sandbags indoors or use ground anchor.			
6	48 Hrs before, all dumpsters must be removed or cleaned, 24 Hrs before, the use of dumpsters is prohibited (do not increase waste) and the material inside must be protected. Place a fence or net over the dumpster and secure it with wire or screws.			
7	All the material that is on the outside must be removed, tied or stored inside the building. If you can fly you should be restricted			

Name and signature person completing this form.