



# The Seven Winter Alerts Every Business Should Prepare

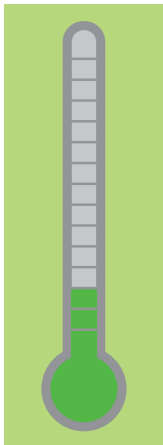


## Snow and Ice Storms

Responses to snow and ice storms are the most common winter alerts for most businesses. When freezing precipitation begins, employees start checking for snow day status. Keep your people informed of closures, road conditions, etc.

### Suggested Notifications

**Closure/disruption alerts:** Let employees know who should report to work, who should work from home, what hours the building will be open or if the business is closed altogether.



## Extreme Cold

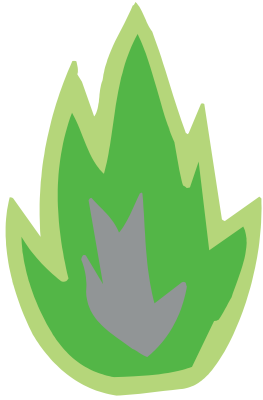
Extreme winter cold puts both your people and your property at risk. Employees – especially those who work outdoors– are vulnerable to a variety of exposure risks. Hypothermia can occur at any temperature below body temperature, but the colder the weather the greater the risk. Frostbite can occur in as little as 15 minutes when temperatures near zero degrees.

Frozen pipes can cause significant, costly damage to your property. Not only are pipes leading to water faucets, coffee makers, water coolers and restrooms at risk, but fire suppression systems can be an easily overlooked vulnerability.

### Suggested Notifications

**Cold Weather Safety Tips:** Remind employees to dress in layers including a wind and water repellant top layer. Encourage all employees to prepare and carry a personal emergency kit. This should include an emergency blanket, a flashlight, food and water.

**Frozen Pipe Response Plan:** Reminders to facilities personnel to prepare and check vulnerable plumbing during the cold. Remind all employees how to identify potentially frozen pipes and where to report the issue.



## Fire and Carbon Monoxide

Although the overall risk of fires decreases in winter, FEMA reports that the incidence of structural fires in homes and businesses increases. Increased use of portable heaters, fireplaces, candles, holiday lighting, and cooking equipment increases the risk of fire. Most companies already conduct regular fire drills. Adding a critical communications plan to your fire prevention and response program adds a valuable layer of extra security for your people.

### Suggested Notifications

**Fire Incident/Fire Drill Warnings:** Notification that a fire has been reported with a reminder of what to do.

**Fire Safety Reminders:** Fire safety tips and links to company policies.



## Intruder/Active Shooter

The end of year holidays and Valentine's Day can be difficult times for many people, especially individuals with mental health issues or dysfunctional family/domestic situations. In addition, end of year performance appraisals, updated compensation plans, and job realignments can increase employee anxiety. Today's difficult reality is that personal issues can easily escalate into workplace violence and all businesses must be prepared for such incidents.

### Suggested Notifications

**Employee Assistance Reminders:** If your company has an employee assistance program, the onset of the stressful holiday season is a great time to send employees a reminder about the program with instructions for how to request help.

**Intruder/Active Shooter Alerts:** You should have a prepared alert ready to send immediately if a workplace violence incident occurs. Immediate notification with clear instructions for lockdown or evacuation procedures can save lives.



## Holiday Schedule

Most businesses alter their operating hours and schedule closures during the end of year holiday season so it is important to keep employees and customers informed about scheduling changes that could potentially affect them.

### Suggested Notifications

**Holiday Closure Notification:** A simple notice outlining which days the company will be closed is helpful for both employees and customers. For employees additional information about which days qualify for floating holidays and a list of emergency contacts are often appreciated.



## Year-end Updates

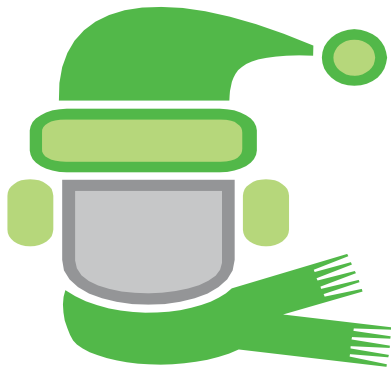
The end of the year is a great time to clean up your systems. At most companies the office is quiet, there is not much going on, and data in your systems is not changing as much as usual. For non-retail businesses, this is also a great time to schedule IT maintenance, run security scans, clean up the CRM, and back up electronic files. Document and record retention policy reminders are often helpful at this time of year.

If you have not already updated your emergency contact and employee notification contact list at the onset of winter, year-end is an excellent time to schedule the chore. You'll begin the year better prepared for whatever unforeseen events might occur.

### Suggested Notifications

**Maintenance Notices:** Let employees know about any pending IT system or building maintenance scheduled for the end of the year.

**End of Year Data Hygiene Reminders:** Send instructions for end of year electronic backup and security process that your employees need to implement. Reiterate company record retention and security policies.



## Request a Demo

Learn how Omnilert's critical communication system can help keep your team safe and connected all winter long.

[www.omnilert.com](http://www.omnilert.com)



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