

Make Your Business Resilient

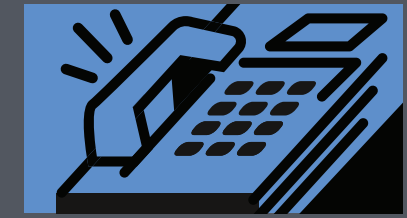
Roughly 40 to 60 percent of small businesses never reopen their doors following a disaster. But you can.



How to Be Prepared



Make an evacuation plan and exercise it regularly



Know how you'll notify your employees, customers, and stakeholders of an emergency



Have redundancy for key resources like power, equipment, and supplies



Create a Business Continuity Plan to become operational again quickly

Be Prepared for Everyday Disasters



Burst pipes



Server failure



Fires



Flu

Have a Continuity Plan



Following a disaster, 90% of smaller companies fail within a year unless they can resume operations within 5 days.



1 in 5 companies spend no time maintaining their plan.



Meanwhile, 20% of larger companies spend over 10 days per month on their continuity plans.

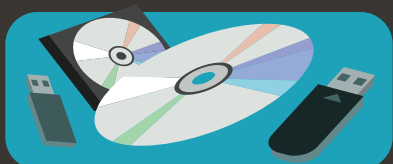
Disaster Recovery Plan:

IMPORTANT RECORDS



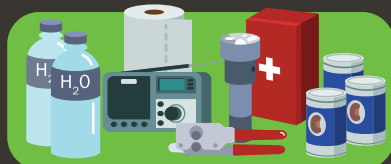
Insurance policies, contracts, employee records

IT REDUNDANCY



Installation disks, software licensing keys, hardware inventory with serial numbers, and equipment

EMERGENCY SUPPLIES



Cash, water, first aid kit, paper towels, garbage bags, battery-powered radio, 3-day supply of non-perishable food, etc.

Emergency Kits for Employees

Encourage your employees to have grab-and-go emergency kits at the office, in the event of a disaster during the work day:



Include a small first aid kit, cash, energy bars, bottle of water, phone charger, etc.



FEMA

This information is only a portion of what you need to be prepared; for more information and resources, visit Ready.gov and FEMA.gov.