

FLOODING

Anyone who has suffered flooding, whether business or personal, will know how disrupting it is, both from a cost perspective and emotionally.

Below are a few tips to prepare before it hits and what to do when it hits.

PREPARE

There are some things you can do to prepare yourself for flooding. Often you do get some warning with floods via weather forecasts or emergency notification systems. So you may get chance to prepare.

No	What to Do	Check
1.	Check how likely you are to flood using the environment agency web site. https://www.gov.uk/check-flood-risk	
2.	Make a plan of action for what you will do in the event of a flood, i.e. move to another site or set up an arrangement with a Disaster Recovery provider.	
3.	Identify those items which are most valuable and required to keep your business going. Protect these items by moving to higher floors/ground or making sure you have appropriate backups on another site.	
4.	Create a "Grab List" of things which you will need to get quickly and save.	
5.	Contact your insurer and make sure your insurance cover adequately protects your business.	
6.	Consider building protection, flood doors & gates.	
7.	Find out the local authority alert systems and register.	
8.	Consider subscribing to a flood protection scheme where you get first call on flood pumping equipment.	

To find out more how you can make your business more resilient
Contact Rob Osborn at rob@o-bc.uk or visit www.o-bc.uk

BUILDING INFRASTRUCTURE

No	What to look for	Check
1.	Contact your insurance company and tell them what's happened	
2.	Gather Tools And Equipment To carry out essential work to keep further damage to a minimum you are likely to need brooms, brushes, mops, buckets, detergent, disinfectant, rubber gloves, wellingtons, protective clothing, strong refuse bags and shovels. You may also need appropriate face masks if carrying out work on your property.	
3.	Much of the work needed to recover your property after flooding will require specialist knowledge and will need to be undertaken by professional technicians.	



4.	Flood water is often contaminated and, even if it appears 'clean', may include elements that can cause a range of illnesses	
5.	Maintain personal hygiene , including washing hands and covering cuts or scratches, is very important. ALWAYS wash hands before preparing food, eating, drinking or smoking.	
6.	Assess Status Of Mains Electricity And Gas Supplies This can depend on the height and location of the flood water Get professional advice if equipment or sockets have been affected by water. Do not attempt to switch on any device that has been affected. It may be necessary to arrange for an electrician to install a temporary supply board.	
7.	Take Pictures Of Your Property & Any Damaged Possessions	
8.	Keep A Record Of The Damage And Any Action Taken Write down a description of the overall state of the property. When the water has subsided mark the high water point, including the date, on each wall Make a list of damaged items and their condition Note down actions you have taken in detail	
9.	Remove Standing Water And Mud Where Possible Consider; if mud or debris is piled up against an internal or external wall this could be affecting the structure. Once water and mud have been removed floors can be rinsed down.	
10.	Remove Saturated Carpets, Rugs And Furnishings To reduce health risks these should be taken outside and, if possible, disposed of. Carpets can be cut up to make removal easier. Take pictures and keep a small sample of carpets and other materials as evidence of the damage.	
11.	Protect Furniture And Possessions From Further Damage If you have access to a freezer – wrap important documents, photographs and books that are water damaged in polythene or plastic bags and frozen for restoration at a later date. Move Undamaged furniture to a higher level where possible. Furniture that cannot be moved from water affected rooms should be raised off the floor on blocks. Plastic bags should be placed under the legs of wooden furniture to avoid further water being absorbed.	
12.	Dry With Care Open windows and doors Do NOT attempt to dry out property with the use of central heating or other heating appliances Be aware that a combination of heat and damp can cause further damage to the property and can encourage mould growth	

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