

Hurricane Preparedness Checklist for Your Business

- ☐ **Ensure your team has a communications plan and check-in protocols**
 - ☐ Email
 - ☐ Chat
 - ☐ Text
- ☐ **Move all assets to secure locations**
 - ☐ Off the floor
 - ☐ Away from windows
- ☐ **Power down all non-essential electronic equipment**
- ☐ **Confirm you have good backups**
 - ☐ All systems are backed up offsite
 - ☐ Test restores have been completed successfully
- ☐ **Ensure essential employees and processes are accounted for**
 - ☐ Payroll
 - ☐ AR/AP
 - ☐ Service Delivery



We are here to help.

Call us today to schedule a time to discuss your preparedness plan.

(361) 653 - 1777



STRAIGHT EDGE
TECHNOLOGY