

# Safety & Security

## Protection notes for your inactive business



Unfortunately, many businesses in Canada may have had to temporarily halt their production and close their doors. Here are a list of preventative measures you can take to ensure the safety and security of your property and contents.

- ✓ Someone should visit the property daily to perform visual inspections and report abnormalities.
- ✓ Conduct a monthly check of the roof for leaks or clogged drains and vents.
- ✓ Lock interior doors to increase interior compartmentalization, should vandals gain access or a fire/flood occurs.
- ✓ Be sure that your contingency and emergency plans are up to date, and include proper contact information.
- ✓ Ensure that there is adequate lighting around the perimeters for visibility and your security system if available.
- ✓ If you have security patrols of the property, increase the frequency.
- ✓ Clear access routes to the building for easy access by fire departments.
- ✓ Ensure that your fire sprinkler valves are open, the fire pump controller is on and that the system pressures are in the normal operation range.
- ✓ Make sure that your building's heating is not lower than 5 degrees. The temperature should preferably be set to 15 degrees.
- ✓ Remove containers or garbage cans, and any obvious trash. Containers might attract garbage dumping or hazardous waste, that you are now responsible for. Vandals are more likely to target buildings that appear noticeably vacant.
- ✓ Remove all visible product from windows, to help minimize crime.

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