

PUBLIC SAFETY POWER SHUTOFFS

# Planned Utility Power Outages Checklist for Businesses:

#### **Emergency Generator:**

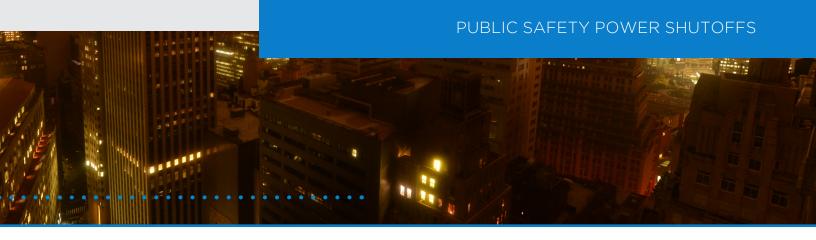
- Check the fuel supply and refill the tank or portable tanks as needed.
- Annually test the Transfer switch to ensure it is properly operating.
- Conduct regular maintenance on the generator per the manufacturer's recommendations.
- If you do not have a permanently installed generator;
  - · Consider purchasing a generator; or
  - Have a contract in place for temporary generator to be delivered and available during power outages or emergencies.

### **Electronic Equipment and Machinery:**

- Before the power outage:
  - Safely shut down any critical electronic equipment/machinery
  - Disconnect supply or unplug critical equipment from outlets
  - Conduct a back-up of server data.
- After the power outage:
  - Do not turn on power supply or plug in equipment until Utility power has been restored and is stable.
  - Often when utility power is restored, there are power surges which could damage equipment. Assess equipment after power is restored to ensure it is not overheating or malfunctioning.

#### **Fire Protection System:**

- Check the spare batteries for the Fire Alarm Control Panel to ensure they are operational.
- Activate your emergency response team
- If you have an Electric fire pump without an emergency generator:
- Your fire pump will not operate in the event of a fire and therefore your sprinkler system may not be effective in controlling a fire.
- Establish a fire watch for all areas protected by the fire pump and maintain throughout the power outage.



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### Fire Protection Systems (continued):

- If you have a dry-pipe sprinkler system:
- The power failure will cause the air compressor for a dry system to shut down which may result in the dry-pipe valve tripping and water filling the piping system.
  - Freezing temperature concerns shut the sprinkler control valve before the dry-pipe valve to prevent water from entering the piping and activate a fire watch for the area.
  - If no freezing temperature concerns after the power has been restored, contact sprinkler contractor to drain the system and put back into service.
- Activate a fire watch if you fire detection system does not have battery back-up for the detectors or notification devices.

### **Security Systems:**

- Check for battery backup for the security alarm system to ensure operational.
- If no battery backup, consider hiring security guards for prolonged outages when the building is unoccupied.

# **Emergency Contact Information:**

Resource	Emergency Contact Number	Website/Email Address
Police/Fire/Ambulance		
Hospital		
American Red Cross		
FEMA	800-621-3362	
Electric Company		
Gas Company		
Plumbing Company		
Fire Protection Company		
Fire Alarm Company		
Other:		

Want to Learn More?

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