



Hazard Identification / Vulnerability Assessment Worksheet For:

Arbor E & T Inc

This Hazard Identification and Vulnerability Assessment (HIVA) will help **Arbor E & T Inc** rank its disaster threats.

Phase One - Hazard Identification

	Critical	Very Important	Important	Not Very Important	Not A Threat
Avalanche					XXX
Civil Disturbance					XXX
Coastal Erosion				XXX	
Coastal Storm		XXX			
Dam Failure					XXX
Drought			XXX		
Earthquake					XXX
Extreme Heat			XXX		
Fire		XXX			
Flood		XXX			
Freezing Weather		XXX			
Hailstorm				XXX	
Hazardous Materials Accident			XXX		
Hurricane	XXX				
Landslide					XXX
Lightning				XXX	

Nuclear Power Plant Accident					XXX
Severe Winter Weather				XXX	
Sink Hole			XXX		
Tornado		XXX			
Transportation Accident			XXX		
Tsunami	XXX				
Volcano					XXX
Wildfire		XXX			
Windstorm		XXX			

Phase Two - Vulnerability Assessment - Service Interruption

	Critical	Very Important	Important	Not Very Important	Not A Threat
Electricity			XXX		
Natural Gas				XXX	
Phone / Internet		XXX			
Sewer		XXX			
Transportation			XXX		
Water			XXX		
Building Damage			XXX		
Equipment Damage		XXX			
Loss of Customers		XXX			
Loss of Data, Documents or Records	XXX				
Loss of Inventory				XXX	
Loss of Public Access -	XXX				

Street Closures					
Loss of Staff	XXX				
Loss of Suppliers or Vendors			XXX		
Negative Publicity about your business or the surrounding Neighborhood		XXX			

Phase Three - Disaster Planning - In your business, have you:

	Have Done	Plan To Do	Unable To Do	Will Not Do
Attend meetings or received written information on disaster preparedness?	XXX			
Conducted disaster drills or exercises for your employees?				XXX
Developed a Business Emergency Response Plan?	XXX			
Developed a Business Disaster Recovery Plan?		XXX		
Made arrangements to relocate to another site in case of disaster damage or accessibility issues?	XXX			
Obtained backup systems (i.e. generator etc.)?				XXX
Performed disaster structural retrofit measures to your building?			XXX	
Prepared and stored a Disaster Supplies Kit?		XXX		
Purchased Business Interruption Insurance?				XXX
Purchased Earthquake Insurance?				XXX
Purchased Flood Insurance?				XXX

Stored critical business data off-site?	XXX			
Talked with employees about what to do in an emergency?	XXX			
Trained employees in First Aid and CPR?		XXX		
Trained employees to evacuate the building safely?				XXX
Trained employees to prepare for a disaster at home so they can return to work more quickly?	XXX			

Phase Four - Disaster Planning - Information or resources that would assist you to minimize an interruption to your business?

	Addressed	Very Useful	Somewhat Useful	Not Useful
Alternate communications!	XXX			
Alternate route availability!			XXX	
Alternate shipping and / or transportation!				XXX
Back-up sources of electricity!			XXX	
Disaster preparedness mentoring program between businesses!			XXX	
Help employees make plans to protect themselves, families and their homes!			XXX	
How to access resources such as equipment, counseling, volunteers, financial advice etc.!		XXX		
How to communicate your business recovery plans with your suppliers and customers!	XXX			
How to coordinate your efforts with others affected by a disaster (in your building, neighborhood etc.)!			XXX	

How to practice your business recovery strategy!			XXX	
How to select appropriate business interruption insurance for your business!				XXX
Once business has completed preparedness activities, receive "Disaster Resistant Business" designation and public recognition!				XXX
Post disaster inspections!				XXX
Preparedness training for employees (evacuating a building, fire safety, First Aid and CPR etc.)!			XXX	
Protecting data, building, contents and equipment from damage and / or loss!		XXX		
Receiving permits to retrofit or repair your building!				XXX
Road access and debris removal!				XXX
Sharing resources among businesses in an emergency situation (Mutual Aid)!		XXX		
Talking with your building manager or owner about business emergency response plans and access to your building post disaster!			XXX	
Work with similar businesses on disaster mitigation projects!		XXX		



Building A Disaster Resistant Business

www.FloridaPreparesNow.org

Capital Area Chapter - American Red Cross - 187 Office Plaza Dr - Tallahassee FL 32301

(Voice) 850/878-6080 - (Fax) 850/878-6602