

Tornado Prep Checklist

How to Prepare Your Business for Tornadoes

Wherever you are located, you probably know the tornado season drill from March to June each year. Whether it's participating in tornado safety drills, prepping a secure spot in a basement or shelter, or signing up for storm alerts, you're familiar with how to prepare.

However, it's also important for small and medium sized businesses (SMBs) to prepare for tornados to protect their business' precious data.

BEFORE TORNADO SEASON

Ш	Backup	all data	frequently	by fol	lowing	the 3-2-1	Backup	Rule
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To best prepare your business for a tornado, follow the 3-2-1 backup rule. The 3-2-1 backup rule recommends keeping three copies of your data stored at two different locations and storing one additional copy off site.

Because tornados are known to cause power outages and damage to structures, it's important to have multiple copies of data to back up your business data.

Establish communication expectations

When it's tornado season, it's important to communicate with all business stakeholders, including clients, employees, and vendors, to keep them updated on information regarding their data and business operations.

Before the season starts and tornados pop up unexpectedly, set communication expectations with your clients and employees, including:

- How you will reach out to them (email, phone call, SMS text, etc.)
- How frequently you will communicate (proactively or reactively?)
- How they can best reach you in the event of a natural disaster

Maintain a contact list and store it in three places: the cloud, on your hard drive, and in your pocket. Having various copies of data will offer multiple ways to safekeep your data and contact stakeholders before, during, and after the tornado.

Make sure your IT inventory is up to date

Before a natural disaster, it's good to have an accurate inventory of your business's IT assets. This is useful for insurance claims and for any technician troubleshooting issues following the storm.

Move your business devices to a secure location

To minimize damage to your network devices, you should protect your electronic devices in multiple ways.

- Shut down and unplug devices to protect them from power surges
- Move devices away from windows to protect them from breaks
- Move devices to a secure location in your building to avoid damage
- Reinforce the structure of your building

Consider moving all devices to an alternative location that is not in the direct path of the tornado. This will improve your chances of avoiding serious damage.

Have a business continuity and disaster recovery (BCDR) plan

Documenting a plan for incidents, like natural disasters, is the best way to prepare your business for disasters. To develop a BCDR plan, outline your recovery strategy by assessing your current data and identifying vulnerabilities in your infrastructure. Once you've secured your business, test regularly to improve processes and responses.

Partner with a Managed Services Provider

If you do not have the resources to effectively prepare your business for a tornado or other natural disaster, consider partnering with a Managed Services Provider like TAZ Networks who can guide your business before, during, and after an incident to maintain security.

AFTER THE TORNADO

Proceed with caution

Following the storm, proceed with caution when reentering your place of business. Structural damage, gas leaks, and fallen power lines are all realistic threats to your personal safety.

Assess and repair damaged property

If your business was impacted by the effects of a tornado, your IT infrastructure and equipment may be damaged. If so, it's important to inspect your technology for damages and document the impact to report to your insurance provider.

Contact your insurance provider

Following a tornado, contact your insurance provider to make a claim about any damage to your business or technology. This will help offset the costs of recovery.

Put your BCDR plan into action

After a tornado occurs, time is of the essence when it comes to your business' data and security. Your BCDR plan is prepared to outline how your business should respond to the incident, including detailed recovery strategies and processes specific to your business.

If you're looking for a partner to help you prepare and recover for tornado season and

