




Before Cold/Snowy/Icy Weather





Update Emergency Program for winter including procedures for cold / snowy / icy weather. 


- Appoint members of the Emergency Team to monitor weather and initiate winter procedures. 
- Develop procedures for when you lose heat and/or electricity. 

Identify equipment, processes, and piping that contains or uses water or other liquid subject to freezing. Promptly and thoroughly drain if heat or electricity is lost. 

Identify equipment that is vulnerable to freezing. Prepare the equipment for cold weather by:


- Draining and securing any idle equipment
 - Draining condensate frequently
 - Providing heat or locating the equipment in a heated enclosure and/or providing anti-freeze
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Service the heating system before winter begins. Make sure adequate supplies of fuel are on hand. 

 Inspect and maintain the building shell to minimize openings. Fix windows and doors to close tightly. Caulk, insulate, and weather-strip doors. Close and seal dampers, louvers, and vents.

During Cold / Snowy / Icy Weather  Monitor temperatures every few hours in vulnerable areas.

Provide heat or steam tracing for exterior piping that either contains liquids or needs to maintain constant temperatures.


 Use tarps to erect temporary windbreaks upwind (prevailing wind direction) of vulnerable buildings and equipment.

 Before Snowfall Occurs:

Make sure the Emergency Program covers winter emergencies including excessive snow loads.

Determine the maximum "safe" snow depth for the roof based on the roof's live load capacity (indicated by building plans and specifications or by engineering analysis of the roof design) and the properties of accumulated snow for the area.

Inspect the roof structure for damage or deterioration, and repair or reinforce as needed. 

Inspect roof drains and down spouts and clean accumulated debris to prevent clogging of the drainage system. 

Look for water ponding on the roof and eliminate the causes. 