



Preparing Your Business For Potential Power Outages

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Power outages can happen at any time. Prepare your plan today.

Power outages can occur because of extreme weather and high fire danger conditions, natural disasters, storms, earthquakes or other unforeseen events. Ensure that your employees, tenants and customers know what to do during an emergency. **Make it a priority to create an emergency preparedness plan today.**

Emergency Preparedness Checklist

- Update your contact information**
 To be sure we can contact you in the event of a power outage, including in times of extreme wildfire danger, visit pge.com/mywildfirealerts.
- Prepare and practice your emergency plan**
 Make sure everyone at your business knows what to do by practicing your plan several times, including identifying evacuation routes.
- Build or restock your emergency supply kit**
 Stock supplies to last a week — include flashlights, fresh batteries, first aid supplies, food, water and cash.
- Create and update an employee roster**
 Make sure you're able to contact employees during an emergency by creating a roster with employee names, emails and phone numbers. Update it regularly and store a copy digitally or in an alternate location.
- Identify backup charging methods for phones**
 Consider alternative charging methods such as portable battery packs for phones and other devices.
- Keep a hard copy of emergency phone numbers on hand**
 Know who to call in an emergency. Keep a list with emergency contacts posted and readily available.
- Ensure any backup generators are ready to safely operate**
 Make sure you have enough fuel to last for a few days and keep fuel in a safe and well-ventilated place. Visit pge.com/backupgeneration for more information.
- Unplug or turn off all appliances during an outage**
 This action can help avoid overloading circuits when the power is restored.
- Keep refrigerator and freezer doors closed**
 You can also store water-filled plastic containers in your freezer and use them as blocks of ice to prevent food from spoiling.
- Evaluate your facility**
 Install and replace batteries in smoke alarms and locate and know how to use fire extinguishers.

Visit pge.com/beprepared for more information and preparedness tips