

# The *beAlert* Business Challenge Checklist & Commitment Form

*For the safety of our company, its employees, clients, and visitors, and as a committed BeAlert Business, we have implemented the following:*

## 1. Maintain the following equipment (note the location of each item mentioned):

Please refer to Section 1 for information regarding the items listed below.

Item	Location
<input type="checkbox"/> Radio with backup Batteries	
<input type="checkbox"/> Flashlight/Batteries and/or Candles	
<input type="checkbox"/> First Aid Kit	
<input type="checkbox"/> Fire Extinguisher	

## 2. Written Emergency Plan & Training

Please refer to Section 2 for information regarding the items listed below.

- Map or directions to “safe room”
- Map or directions to “outside meeting place”
- Map of business exits
- Instruction on what to do in the event of:
  - o Fire
  - o Tornado
  - o Flood
  - o Thunderstorm
  - o Sirens

## 3. Maintain a List of Emergency Numbers

Please refer to Section 3 for information regarding the items listed below.

- Emergency Contacts
- Employee personal emergency numbers

## 4. CPR/First Aid Training

Please refer to Section 4 for information regarding the items listed below.

- At least one employee (at each business site, if applicable) during all business hours has CPR and First Aid Training

## 5. Commitment

- Commit to the enforcement and maintenance of this program each year by conducting an annual, internal reassessment of the BeAlert Business Criteria noted above.

Section 5 can be used for additional records you wish to include as part of your emergency preparedness criteria, which is specific to your business.

\_\_\_\_\_  
Manager/Owner

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beAlert Committee Chairperson